



## **MINUTES COMMUNITY SERVICES AND PLANNING COMMITTEE**

**GWYDIR SHIRE COUNCIL**

**THURSDAY 13 JULY 2017**

**COMMENCING AT 9.52AM**

### **BINGARA OFFICE COUNCIL CHAMBERS**

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**Present:**

<b>Councillors:</b>	<b>Cr. Catherine Egan (Deputy Mayor), Cr. Stuart Dick, Cr Marilyn Dixon OAM, Cr. Jim Moore, Cr. Geoff Smith, Cr. David Coulton and Cr Frances Young.</b>
<b>Staff:</b>	<b>Max Eastcott (General Manager) and Richard Jane (Director Technical Services)</b>
<b>Public:</b>	<b>Ms Nancy Capel (<i>Bingara Advocate</i>)</b>
<b>Visitor:</b>	<b>Nil</b>

This is page number 1 of the minutes of the Community Services and Planning Committee held on Thursday 13 July 2017

Chairman .....

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**OFFICIAL OPENING AND WELCOME – MAYOR**

**APOLOGIES** Cr. John Coulton (Mayor), Cr Geoff Smith and Cr Tiffany Galvin

**THAT the apologies of Cr. John Coulton (Mayor), Cr Geoff Smith and Cr Tiffany Galvin are accepted.**

**(Moved Cr Young, seconded Cr Moore)**

**CONFIRMATION OF THE MINUTES**

**THAT the Minutes of the previous Community Services and Planning Committee Meeting held on Thursday 8 June 2017 as circulated be taken as read and CONFIRMED.**

**(Moved Cr D Coulton, seconded Cr Young)**

**PRESENTATION - Nil**

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

**ADDITIONAL/LATE ITEMS**

**THAT the following items, namely:**

- 1. Organisational Structure**
- 2. Regional Support Officer (Biodiversity Reforms)**

**are accepted as late items onto this Agenda for discussion.**

**(Moved Cr Young, seconded Cr Moore)**

**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.**

**(Moved Cr Dick, seconded Cr Young)**

**ADOPTION OF THE RECOMMENDATIONS OF THE CONFIDENTIAL SESSION**

**COMMITTEE RECOMMENDATION:**

**THAT the recommendations of the Confidential Session, namely:**

**Confidential Monthly Organisation and Community Development Report - June 2017**

**THAT the Confidential Organisation and Community Development report for June 2017 be received.**

**The Living Classroom**

**THAT the Council thanks and commends Mr Richard Hutton for his commitment and efforts regarding the operation of the Council's Trade Training Centres.**

**FURTHER that the Council's July Council Meeting scheduled for Thursday 27<sup>th</sup> July 2017 be held at The Living Classroom.**

**are adopted for recommendation to Council.**

**(Moved Cr Dick, seconded Cr Dixon OAM)**

## Item 1            **Community Consultation Meetings**

## 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** 23 May 2017

**STAFF DISCLOSURE OF INTEREST** Nil

Gwydir Shire Council held a round of community consultation meetings from Tuesday 7 March 2017 to Wednesday 17 May 2017.

The purpose of these meetings was for the Council to deliver important information to the public.

The minutes from the community consultation meetings are provided for adoption.

## BACKGROUND

The community consultation meetings were held at the following locations:

- Warialda Memorial Hall Tuesday 07 March 2017 at 6.00pm
- Upper Horton Club Wednesday 08 March 2017 at 6.00pm
- Bingara at the Roxy Wednesday 15 March 2017 at 6.00pm
- Croppa Creek Bowling Club Tuesday 21 March 2017 at 6pm
- Gravesend Hall Wednesday 22 March 2017 at 6.00pm
- North Star Sporting Club Tuesday 04 April 2017 at 6.00pm
- Coolatai Hall Tuesday Wednesday 05 April 2017 at 6.00pm
- Warialda Rail RFS Shed Wednesday 17 May 2017 at 2pm

## Advertising

The meetings were advertised in the following newspapers:

Bingara Advocate, Warialda Standard, Bingara Local, Barraba Gazette

The Council's community email database was used to further distribute the meeting dates.

Information about the community meetings was also distributed on Council's website and Facebook page.

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Chairman .....

The following attendance numbers at each of the meetings was as follows:

Community Meeting	Date	Attendees
Warialda	07 March 2017	24 + 15
Upper Horton	08 March 2017	8 + 15
Bingara	15 March 2017	34 + 17
Croppa Creek	21 March 2017	9 + 14
Gravesend	22 March 2017	7 + 14
North Star	04 April 2017	10 + 12
Coolatai	05 April 2017	14 + 13
Warialda Rail	17 May 2017	9 + 9
Total		109 Community

## **COMMENT**

There was overall support at all meetings for:

- the concept of the Greenhouse project on industrial land north of Warialda
- Behind the Meter Scheme
- Refugee Welcome Zone

## **CONCLUSION**

The minutes from each of the community consultation meetings held from 07 March 2017 to 17 May 2017 are presented for notation and adoption.

## **OFFICER RECOMMENDATION**

THAT the Minutes from the community meetings held between 07 March 2017 and 17 May 2017 be adopted

## **ATTACHMENTS**

- AT-** Warialda Community Meeting
- AT-** Upper Horton Community Meeting
- AT-** Bingara Community Meeting
- AT-** Croppa Creek Community Meeting
- AT-** Gravesend Community Meeting
- AT-** North Star Community Meeting
- AT-** Coolatai Community Meeting
- AT-** Warialda Rail Community Meeting

## **COMMITTEE RECOMMENDATION TO COUNCIL:**

**THAT the Minutes from the community meetings held between 07 March 2017 and 17 May 2017 be adopted.**

**FURTHER that the owners of the various ramps located throughout the Shire be reminded of their obligations regarding the maintenance and upkeep of the ramps and the approaches.**

**(Moved Cr Young, seconded Cr Dick)**



## MEETING NOTES

### WARIALDA COMMUNITY MEETING

**Tuesday 7 March 2017 - 6.00pm**

Warialda Memorial Hall

#### **Attending from Council**

Cr John Coulton (Mayor), Cr Catherine Egan (Deputy Mayor), Cr Geoff Smith, Cr Jim Moore, Max Eastcott (General Manager), Glen Pereira (Director Development and Environmental Services), Richard Jane (Director Technical Services), Ron Wood (CFO), Helen Thomas (Finance Manager), Andrew Cooper (Manager, Town Services), Colin Cuell (Building Services Manager), Alex Eddy, Carl Tooley, Robyn Phillips (EA), Carmen Southwell (Public Officer).

Meeting opened at 6.05pm with 24 in attendance (+ Councillors and staff).

Welcome by Mayor, Cr John Coulton advising this community meeting is for Council to deliver important information to the public. Complaints should be dealt with by contacting Council.

Apologies: Cr M Dixon, Cr T Galvin, Cr S Dick, Cr F Young, Leeah Daley (Deputy General Manager)

Max Eastcott delivered – (summarised below)

#### Circular Economy

Geoff Boland queried whether Council has been in touch with Nick Pfitzner (ex Gravesend resident) regarding batteries in the Behind the Meter scheme.

Max responded that the batteries currently under consideration meet certain criteria including having software that is capable of exchanging of power between households.

Rolf (from Coolatai) suggested Council consider producing creating small hydroelectric plants

John Hodge asked whether the high temperatures experienced in our region were taken into consideration when discussing the greenhouse component of Circular Economy, will variance in temperatures be a problem in Warialda, how can it be controlled

Max advised the Company Council is dealing with have been made aware of climate conditions and feel it can be managed; they have designed systems for all parts of the world

Glen Pereira advised this company have developed greenhouses to cope with high external temperatures

#### Naroo

Max discussed the losses incurred by Council at Naroo Aged Care Facility and commented that volunteers e.g. gardening could be of assistance

Rolf asked if guidelines be developed for volunteers

Max responded Council will develop a volunteer register

**ACTION**

#### Population growth – Refugee Welcome Zone

Rolf suggested dividing land into 1 acre lots to encourage manufacturing industries with the proviso of living in town; this would benefit rates income, schools. Need to invite industries as they are unaware of the opportunities

Max responded the Circular Economy will allow for this

Geoff Boland noted that historically it has been difficult servicing students with English as second language

Yvonne Ledingham volunteered to teach English to refugees and knows of others in the community who would as well

Simon Waller advised the Anglican Church has been running language classes for two years

Max Eastcott advised that a report to Council is available on Council's website – minutes of meeting 23 February, includes draft discussion paper prepared for the New England North West Regional Multicultural Advisory Committee

Yvonne Ledingham commended Council for promoting multiculturalism. Her summary of lifestyle attractions here – yoga, swimming, netball, bushwalking, National Parks theatre, galleries, opera, various sports, cheaper lifestyle

Ann Willis is concerned that refugee housing would be in enclaves and not spread through community

Max responded that it was reasonable to expect some social housing, but other housing will be provided by the private sector if the demand exists.

David Smith noted that we need to look after the seniors and they will attract others

Max responded that 'seniors' is currently the growth area in shire – we need to aim for a demographic mix

Geoff Boland commented some that come don't stay, we need to make them welcome

Garth Skinner spoke on the refugee issue noting that there is federal government funding for houses in cities, would there be the same for rural areas

John Coulton responded that Council would be seeking government funding to assist with housing refugees in conjunction with Circular Economy

#### National Broadband Network

Ann Willis asked if the National Broadband Network material is fibre



John Coulton believes it is fibre to the kerb

John Cush noted that the mobile telephone situation has worsened lately with practically no signal from Delungra to the 12 mile north of Wld. Has not been able to contact Telstra and requested Council make a submission to Telstra

There is a tower in Warialda and one in Coolatai that are visible but still not able to obtain a signal; it appears Delungra area calls are going through Little Plain

John Hodge advised it is common in Long St Warialda as well

Max advised that he will refer this matter to Federal Member for Parkes, Mark Coulton **ACTION**

Geoff Boland asked how does Council exploit NBN to assist businesses

Max responded that the whole of community should liaise re NBN

Water

Virginia Boland noted that the notification of water restrictions in Warialda to users was poor. Andrew Cooper advised it was posted on Facebook and Council's website. **ACTION:** future notices to be advertised in the local newspapers

Simon Waller asked if there some way of providing a blanket SMS message

Max advised that Council is currently investigating this option

Ann Willis commented about the recent (Warialda) water restrictions – how will this impact when we have the greenhouse

Max advised there will be a bore to accommodate greenhouse needs

Ann Willis questioned how much water can our sub surface and current water supply provide

Max responded that we can double our population with current supplies

John Cush noted that Warialda water is known for its good quality and plentiful supply

Community Strategic Plan – Max presented a Powerpoint presentation (Ref 17/5537)

Richard Jane gave his presentation – ARTC Inland Rail, Higher Mass Limit (HML) access, Livestock Loading Scheme, PBS Type 2 and 2b, 2017-18 works program, self-help program, heavy vehicle bypass Warialda, truck wash/effluent disposal, Roads to Recovery funding, resealing and gravel resheeting, recently surveyed all roads, roads maintenance

Richard advised that ARTC Inland rail will be for freight only – servicing Melbourne to Brisbane run, trains every 30 minutes, track will enter Gwydir Shire area near Milguy

Garth Skinner asked how many tracks

Richard replied there will be one track with sidings, multiple tracks in QLD to accommodate the different gauge

ARTC are working with Telstra to provide continuous mobile telephone service

John Hodge asked how will people manage getting harvest machinery, livestock across lines with trains every half hour; Richard J – phone apps will provide info

This project will provided an opportunity for local contractors e.g. fencing

#### Warialda Bypass

Richard Jane advised that Council is waiting on an announcement following application for \$3m federal funding, \$3m state funding. Council will provide \$500,000

Council staff will manage the project; will keep contracting local wherever possible

Mostly Crown Land, Council owns a small parcel near Gragin Rd. Currently in talks with Aboriginal Land Council to acquire the other land needed

Consultants have been engaged; will include truck wash and effluent disposal - four truck wash bays, two dump points; trucks will be diverted around Wida CBD

John Cush asked if the cost of the bridge was included in budget, Richard responded Yes it is

Work will commence as soon as funding announcement

Richard J referred to funding from fuel excise – benefited Roads to Recovery

This is Council's 2<sup>nd</sup> yr. of \$2.1m – enabling lot of streets to be sealed, resealing of a section on Elcombe Rd, and gravel resheeting e.g. Oregon Rd

Richard outlined the process where Council quotes for work on state roads and is allocated funding for the work, whereas regional roads if we don't spend allocated funds we lose them

Council has been approached by Minister Darren Chester (Minister for Infrastructure and Transport) and Mike Mrdak, Secretary, Department of Infrastructure and Regional Development to develop a possible funding model based upon the North West Freight Network document produced by the Australian Rural Roads Group – federal funding may be available to implement this proposal.

#### General

John Cush requested an update on the Yammacoona sand mining proposal Adams Scrub Rd

Max advised that approval was originally given in 1987, Council has recently agreed to a modification of the original application. Currently investigating a claim of stockpiled material, waiting on evidence

John Coulton in summary – Council's Water and Sewer funds healthy – General fund should be right this year – the economic projects Council is proposing should turn us around

Yvonne Ledingham thanked Council for tonight's meeting and noted it was good to hear about the future possibilities within the shire

Ann Jones thanked Council for supporting Warialda with bringing the live show 'The Fall of the Roman Empire' to the town hall in Warialda on Saturday 18 March.

Action	Outcome
Create a Volunteer Register and guidelines/Policy	Being developed
Refer Communication issues Warialda area (Telstra) to Mark Coulton	Information passed on to the Federal member for Parkes.
Future notices e.g. water restrictions be advertised in local newspapers	Noted

The meeting closed at 7.45 pm

**Summary of Max Eastcott Presentation**

*Fit for the Future*

Gwydir Shire Council has been determined to be Unfit by the State Government but remained un-merged.

ALL the rural Councils in this category were issued with a Notice of intention to serve an Improvement Order (e.g. Liverpool Plains and Tenterfield)

Gwydir Shire has sought a meeting with the Minister for Local Government and we expect a positive outcome.

Gwydir Shire is a member of the Namoi Joint Organisation of Councils. The legislation to create the formal structure for JOs is expected to be passed in the first half of this year.

Gwydir Shire has also requested the NSW Treasury to undertake a review of the assumptions underpinning its Improvement Plan.

*2017/2018 Budget*

Next year's budget is currently being prepared.

It is planned that the adopted budget will have a surplus which will include a total notional rate yield increase of only 1.5% - the allowable rate pegging increase determined by the IPart.

This will be challenging as the Council's normal costs will increase by a percentage greater than 1.5%.

The 1.5% increase is approximately \$120,000. Changes introduced by the NSW Government requiring all Councils to use the Auditor General rather than a competitive tendering process will cost the Council approximately an additional \$20,000 next year.

To achieve the surplus budget and increase our cash reserves by around \$300,000 the Council is continuing with its review of service levels and other internal efficiencies.

*Circular Economy*

The primary objectives of this program are:

- To increase the level of disposal income for circulation within the shire; and
- Create sustainable economic growth through developing new industry opportunities.

The proposals cover four main areas:

- Behind the meter scheme – finalising proposal
- Greenhouse development – Development Application stage
- Biogas Plant – proposal being refined
- Poultry Cluster proposals

Overall these initiatives would create 1,000 direct jobs and many more supporting jobs

The planning for these proposals is on track

*Shire's population*

The Council has adopted an aspirational target of increasing the Shire's population to 8,000 residents by 2031.

A significant amount of strategic planning has been undertaken to date.

This is a fairly challenging but achievable target if the planning to date comes to fruition.

One of the options being explored is opening the shire to migrants and refugees under the Federal and State Governments' resettlement programs.

This resettlement will only be supported by the Council if:

**Firstly the creation of employment opportunities for both local residents and migrants (Circular Economy initiatives);**

**The creation of suitable housing stock to accommodate new arrivals (State funded social housing);**

**The provision of adequate services that will cater for both existing residents and new arrivals; and;**

**That the new arrivals are a good cultural fit with the existing demographic makeup of the Shire's existing population.**

*Health Services*

In order to ensure a continuation of the excellent health services provided within the Shire, the Council recently held a Health Forum in Bingara.

The outcome of the Health Forum has been the formation of the Gwydir Community Health Alliance.

There will be at least 3 community representatives on the Alliance and the Council has recently advertised for people to consider nominating for one of these positions.



## MEETING NOTES

### UPPER HORTON COMMUNITY MEETING

Held in the Upper Horton Club

Wednesday 8 March 2017 at 6.00pm

Upper Horton Club

#### Attending from Council

Cr John Coulton (Mayor), Cr Catherine Egan (Deputy Mayor), Cr Geoff Smith, Cr Stuart Dick, Cr Jim Moore, Cr M Dixon, Cr T Galvin, Cr F Young, Max Eastcott (General Manager), Glen Pereira (Director Development and Environmental Services), Richard Jane (Director Technical Services), Ron Wood (CFO), Andrew Cooper (Manager, Town Services), Robyn Phillips (EA), Carmen Southwell (Public Officer).

Meeting opened at 6.15pm with 4 in attendance and 4 more attending throughout the meeting (+ Councillors and staff)

Welcome by Mayor, Cr John Coulton. Outlined this meeting is for the Council to deliver important information to the public; complaints to be dealt with via contact with Council office during business hours. Comments and questions welcomed.

Apologies: Cr David Coulton, Leeah Daley (Deputy General Manager), Rick and Sue McDouall, Carl Tooley, Helen Thomas,

Max Eastcott – presentation handout.

Fire and Emergency Services Levy will be included on rates notices from 1 July.

Glen Pereira - NWLLS have a weeds plan on public exhibition – handout provided

Currently spraying feral trees program funded by NWLLS; Council staff currently working in Horton area in an effort to mitigate weeds

Horton area was included in routine spraying program in 2016

#### Richard Jane

Provided an update on ARTC Inland Rail – recent meetings held with stakeholders, existing line will be used near North Star

Freight only Melbourne to Brisbane with trains every 30 mins when full capacity, expect first trains 2020, line will be fully fenced

Inland rail comes into Gwydir Shire at Milguy, through to Crooble, Croppa Creek and onto North Star

Intermodal loading facilities will need to be constructed privately

#### Roads

A full survey is carried out on every road every 2yrs - 2240km road in shire

Council has been approached by Minister Darren Chester (Minister for Infrastructure and Transport) and Mike Mrdak, Secretary, Department of Infrastructure and Regional Development to develop a North West Freight Network – federal funding available

#### Questions

Debra Bomford asked how does Council prioritise road maintenance e.g. Trevallyn Rd

Richard Jane outlined the prioritisation of roadworks - gravel roads are prioritised giving bus routes top priority – also the condition of the road, heavy vehicle use wears roads out quicker – every road gets driven regularly. Council does rely heavily on residents to advise us of road conditions

Nick Bomford brought up the issue of maintenance of ramps in particular along Trevallyn Rd. Noted also that the road is in bad shape. Requested shale be used for building up approaches to ramps be part of the road maintenance.

Richard Jane advised that property owners are the owners of ramps and are responsible for the maintenance and 10 feet either side

David McDouall pointed out that farmers have the option of fencing either side or maintaining grids

Richard Jane noted that Council road teams have delivered a load of gravel at every grid to assist farmers with maintenance. RJ also requested farmers notify Council's Works Manager, Jamie Wilson of any problems and Council will endeavour to have the problem fixed within two weeks.

Nick Bomford stating that an accident is likely, currently a lot damage to vehicles – there is an increase in heavy vehicle usage in the area – where does a farmer stand if there is an accident while repairing ramps as there is a safety risk while carrying out the work

Richard responded that Council will assist wherever possible and will provide a traffic control plan and safety signage if required, farm insurance should cover working on the ramp

Richard advised that following a complaint, Council will write to owner, if not fixed within two weeks, Council will remove the ramp

David McDouall observed that this situation is a no win for Council, a better road brings faster drivers

John Coulton asked David McDouall was he aware of any issues local ratepayers may have with Council

David McDouall noted that the ratepayers in the southern-most part of the shire are not interested in being part of Gwydir Shire Council

Nick Bomford stated he wants a fair deal for rates – he is not interested in using landfill, but wants gravel roads top dressed

Phil Mason noted there is negative feedback from Horton area, they feel all they get for their rates is roads and they want them maintained well (all their services are in Barraba)

John Coulton discussed Cost Benefit Ratio – Council in liaison with University of New England studying the Cost Benefit Ratio and values things such as productivity, in a bid to assist in attracting funding

Max noted that every road is categorised and Trevallyn Road is across two categories

Richard J advised there is a strong priority is to provide all weather access, trade-off is that the material used may be rougher

John Coulton noted that the Horton area is not represented on Council and encouraged the community to seek a candidate for next council election

David McDouall asked about the possibility of going back to Wards for Councillor representation

Max advised that it is possible however application would need to be made prior to the next Council election

Nick Bomford asked has Brigalows pit been closed and does council have right to approach farmers to obtain suitable road materials

Richard J responded – yes, a self-help program exists – can be 40% of cost if farmer provides the material or equipment - if landholders approach Council it is likely they will get assistance, Council has a budget for self help

It was suggested that Council advertise the self-help program in a Community Newsletter

**ACTION**

**Meeting finished at 7.30pm**

Action	Outcome
Advertise self-help program in Community Newsletter	Will be placed in the next community newsletter

HANDOUT DISTRIBUTED  
Community Meetings  
Upper Horton  
8<sup>th</sup> March 2017

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## MEETING NOTES

### BINGARA COMMUNITY MEETING

Wednesday 15 March 2017 at 6.00pm

Bingara

#### Attending from Council

Cr John Coulton (Mayor), Cr Catherine Egan (Deputy Mayor), Cr Stuart Dick, Cr Jim Moore, Cr M Dixon, Cr T Galvin, Cr F Young, Max Eastcott (General Manager), Leeah Daley (Deputy General Manager), Glen Pereira (Director Development and Environmental Services), Ron Wood (CFO), Jamie Wilson (Technical Services), Robyn Phillips (EA), Carmen Southwell (Public Officer), Carl Tooley, Colin Cuell, Andrew Cooper (17)

Duncan Thain, Jenny Mead, Suzanne Webber, Georgia Standerwick, Cherisse Amer, Rick Hutton and Tracy Newby (7)

Meeting opened at 6.00pm with 27 in attendance (+ Councillors and staff)

Welcome by Mayor, Cr John Coulton. Outlined this meeting is for the Council to deliver important information to the public; complaints to be dealt with via contact with Council office during business hours. Comments and questions welcomed.

Apologies: Cr Geoff Smith, Cr David Coulton

Max gave his presentation

#### Questions - Circular Economy

John Bishton asked why are the majority of Circular Economy projects happening in the north of the shire

Max responded Warialda is better suited in relation to biosecurity requirements (for the chicken industry), land requirements and highway

John Herring asked where would the water come from for the greenhouse

Max advised that Council is still investigating – possibly bores and water collected off the greenhouse roof into the existing on-site dam.

Garry McDouall queried at what time does the role of Council finish and businesses own the projects?



Max advised the business plan being developed by Regional Development Australia – Council will be looking for overseas and Australian equity investment

Budget

Garry McDouall queried whether the 15% rate increase this year has this led to Council being more viable

Max referred to the allowable rate pegging increase by IPART of 1.5% being grossly unreasonable and explained that for the current council with 30% rate increase to achieve budget surplus will mean a possible reduction in some services

Refugees

There was a lot of discussion regarding the shire's population and the Council's support of resettlement of migrants and refugees into the area.

Max explained there will be creation of employment once the Circular Economy initiatives are up and running – we need to see the refugee situation as an opportunity for population growth

There was general support for the introduction of refugees with some comments:

Bill Goldthorpe asked how can we attract tradespeople

John Bishton asked can we seek federal government funding to assist with resettlement, as it is available in capital cities

Ashley Otter noted that refugees will need jobs

Tracy Newby asked has anyone checked to see how the refugees have settled in Tamworth

Max responded - feedback from the Tamworth representative on the New England North West Regional Multicultural Advisory Committee says it is working well in Tamworth with good support services and referred those attending the meeting to check Council's website for minutes of Council meeting 23 February 2017. Council report and Multicultural Advisory Committee Discussion Paper (Refer to Item 2 in part 1 of the Minutes)

Tony Miller noted that in post war Sydney, refugees didn't assimilate

Garry McDouall noted his personal objection that we will only welcome Christians, e.g. and provided an example where Vietnamese community based in Hobart and have integrated well

Ros Moulton agreed that we should not discriminate against religion

Rick Hutton also expressed his concern that we should not base our choices on religion

Max advised that a preference could be given to minority Christian groups looking for refugee status and with similar ideals allowing them to fit in to the community

Jill Earlam agrees with refugee idea but we need to use common sense on who we bring to our community

Bill Goldthorpe noted the youth of town are leaving – must have jobs, we have facilities that are not being used

Susanne Hughes mentioned that whenever people come to Bingara they are welcomed however we don't have enough services e.g. tradespeople – believes Bingara would welcome refugees

Rodney Brown advised that he is support of bringing refugees to the shire

NBN Rollout

Garry McDouall – the current proposal is fibre to the kerb, existing wiring will be replaced (excluding the home)

Leeah Daley gave presentation – Community Strategic Plan – refer TRIM 17/5446

Currently developing our suite of documents following election of new council.

In summary the Community Strategic Plan is for a 10 yr period

The Delivery program is over the 4 year elected council period

The Operational plan is the annual plan aligned to budget and resourcing strategy

Comments:

John Bishton – V2020 working on Community Strategic Plan (CSP) while working with Warialda – noted that some community members have complained of meeting fatigue

Leeah D – we intend to use information V2020 and Wida Chamber of Commerce have already provided – targeted consultation has occurred – guidelines and process is provided with specific groups that need to be targeted

Garry McDouall expressed disappointment at the delay of producing the CSP and a danger of repeating what has already been done

Susan Hutton noted that schools and education are an essential part of keeping population – is this linked into our CSP

Leeah D responded yes, schools will be consulted

Carmen Southwell – schools were actively participating in V2020 process

Mayor John Coulton in summing up – Council is trying to facilitate jobs and population growth, sand extraction industry when operational will also create employment, heavy vehicle bypass around Warialda will be welcome, need to purchase some land from Moree Aboriginal Council and in return they want training and jobs

- Refugees – we will welcome any refugees that want to come here
- Behind the Meter scheme will keep money in our communities
- Council should aim to win a Bluett award every year
- CSP will only work if the community takes ownership
- We should list our achievements to show the community we are achieving results
- Council is working well, great support from staff

Garry McDouall agreed that significant improvements have been achieved by Council

Meeting closed 7.22pm

No actions resulting from this meeting



## MEETING NOTES

### CROPPA CREEK COMMUNITY MEETING

**Tuesday 21 March 2017 at 6.00pm**

#### **Attending from Council**

Cr John Coulton (Mayor), Cr Catherine Egan (Deputy Mayor), Cr Stuart Dick, Cr Jim Moore, Cr M Dixon, Cr T Galvin, Cr F Young, Max Eastcott (General Manager), Leeah Daley (Deputy General Manager), Glen Pereira (Director Development and Environmental Services), Ron Wood (CFO), Richard Jane (Director, Technical Services), Robyn Phillips (EA).

Other Staff in attendance: Carl Tooley

Meeting opened at 6.20pm with 9 in attendance (+ Councillors and staff)

Welcome by Mayor, Cr John Coulton. Outlined this meeting is for the Council to deliver important information to the public; complaints to be dealt with via contact with Council office during business hours. Comments and questions welcomed.

Apologies: Cr David Coulton

Address by General Manager Max Eastcott – refer enclosed

#### Questions

Gaye Makim asked what are parameters for joining the Gwydir Health Alliance

Max responded – anyone with an interest can apply, ad advertisement will be placed in local media next week

Dan Makim in relation to the proposed chicken industry asked where would the chickens be processed

John Coulton – it is envisaged that a processing plant will be established at Warialda  
Opportunity will exist for investment for Gwydir community

Anyone interested in further information regarding the circular economy was asked to leave email address with Robyn Phillips and details will be sent

Gay Makim asked who provides for funding of sheds

John Coulton responded that the responsibility for finance remains with the producer – however there will be a 20 yr contract

Gaye Makim said while they may be interested, their road would not be viable for trucks to collect chickens

Dan Makim asked about biosecurity in the proposed poultry industry

Max responded that each hatchery needs to be distanced from processing plant and grower sheds as a means of biosecurity

Again, anyone requiring information please contact Robyn Phillips and Max will send information.

Leeah Daley's presentation – refer TRIM 17/5446

Noted the importance of the Community Strategic Plan being community focused

Interested persons should provide email address to RP for info

Leeah D asked those present what they want for Croppa Creek within next 10 yrs

Gaye Makim advised they would like a ROAD - advised that their road is half in Gwydir and half in Moree Plains Shire - Wilga Lane / Swifts road – they live on the last bit which is considered their legal access, however they cannot access and it is impossible to get grain out; they believe they have been ignored by GSC for the last 10 yrs

John Coulton responded that Swifts Road is a Crown Road and not Council's responsibility

Gaye Makim advised that Moree Plains Shire Council looks after their section of Kirewa Rd otherwise they wouldn't have access to their property

Wendy Forsyth spoke about grant funding for hall funding and advised that Council had provided assistance with grant applications for hall funding in the past (unsuccessful); Doug Barnett suggested go to local Member of Parliament Adam Marshall

Max Eastcott advised he will follow up with staff at Council and advise Wendy Forsyth

**ACTION**

Cheryl Timmins noted that Croppa Creek needs people – town can't grow as there is no opportunity for housing, no town water, school needs numbers

Max responded that Council can possibly purchase Crown Land for housing

John Coulton asked if there a demand for more housing in Croppa Creek

Scott Ramsay said that the Myola feedlot has had a huge expansion plans and there is no accommodation for families, Croppa Creek could appeal

Cr Stuart Dick asked if it might be possible for Council to investigate installation of a bore for town water

**ACTION**

Leeah Daley will include Croppa Creek's wish for expansion in the Community Strategic Plan

Richard Jane gave his presentation – ARTC Inland Rail, Higher Mass Limit (HML) access, Livestock Loading Scheme, PBS Type 2 and 2b, 2017-18 works program, self-help program, heavy vehicle bypass Warialda, truck wash/effluent disposal, Roads to Recovery funding, resealing and gravel resheeting, recently surveyed all roads, roads maintenance

Higher Mass Limits (HML) now available - allows semis and larger to go to higher mass limits – Council has opened up whole area north of Gwydir Highway in the northern part of shire

Livestock loading scheme – vehicles need to be registered with National Heavy Vehicle Regulator (NHVR)

Performance based standards schemes - 2 types – Type 1 and 2 - RMS have recently introduced a new standard – Type 2B which allows for 2 x 30m trailers; need to apply through NHVR for permit

Generally high traffic roads get prioritised

Have received extra boost Roads to Recovery funding in the last couple of years

Self help program always available – well supported in this area – allows us to double the length of road

Warialda bypass – still waiting on funding announcement; will use as many local contractors to assist the local economy

Gwydir Council working on a proposal with Moree Plains Shire Council to put to Darren Chester (Minister for Infrastructure and Transport) to obtain funding for upgrading specific routes e.g. Yallaroi, Getta Getta road, I B Bore road, and North Star road to Wlida to be AB triple standard

John Coulton believes the above opportunity is as a result of the formation of ARRG – formed 8 yrs ago between Moree and Gwydir Shire Council

#### Questions

Janette McInnes asked who is responsible for liability in self-help program

Richard Jane advised landholders would be covered under Council's insurance

John Coulton reiterated that Council will never refuse a request for self help

Scott Ramsay asked what the time frames are for the upgrade of road from Croppa Creek to Gunyerwarildi – state of road is like a patchwork quilt

Richard Jane responded that the main concern is between Croppa Creek and North Star – currently working, work will continue, widening road will be undertaken Blue Nobby road and Munsies road - time frame will depend on funding

Richard also advised that the section Council is working on at the moment is using s94 contributions from Myola feedlot - total project estimate K\$652 - half of which is paid for from s94 contributions

Glen Pereira advised that Gunyerwarildi feedlot will also provide s94 contributions allowing for road upgrade

Max advised that because Council has adopted a standard to widen roads to a specific standard, this shows increased depreciation and therefore makes it harder to meet our benchmark for Fit for the Future

Dan Makim queried what the Council pays for gravel per metre as he has a pit nearby and would be happy to negotiate – his gravel does contain a lot of clay

Richard Jane responded it depends upon the quality, Council pays \$1.50/m top price.

Action	Outcome
Max to follow up - grant funding for Croppa Creek Hall (incl previous applications)	Email sent to relevant staff
Investigate the installation of a bore for Croppa Creek town water supply	CRM – A Cooper 6437/2017 ✓

Meeting closed 7.42pm



## MEETING NOTES

### GRAVESEND COMMUNITY MEETING – Community Hall

Wednesday 22 March 2017 at 6.00pm

#### Attending from Council

Cr John Coulton (Mayor), Cr Stuart Dick, Cr Jim Moore, Cr T Galvin, Cr F Young, Max Eastcott (General Manager), Leeah Daley (Deputy General Manager), Glen Pereira (Director Development and Environmental Services), Ron Wood (CFO), Richard Jane (Director, Technical Services), Robyn Phillips (EA), Carmen Southwell (Public Officer), Andrew Cooper (Manager Town Services and Utilities), Carl Tooley (Compliance and Urban Spaces Manager) (14).

Meeting opened at 6.05pm with four (4) in attendance, another three (3) coming later (+ Councillors and staff)

Welcome by Mayor, Cr John Coulton. Outlined this meeting is for the Council to deliver important information to the public; complaints to be dealt with via contact with Council office during business hours. Comments and questions welcomed.

Apologies: Cr David Coulton, Cr Catherine Egan, Cr Marilyn Dixon

Max gave his presentation addressing Fit For The Future, Council's budget, Gwydir Shire Health Alliance, Gwydir River Foreshore Management Plan, (a self-composting toilet will be installed at Ezzy's Crossing), Circular Economy, refugee welcome zone

#### Questions

Circular Economy

Philippa Morris asked how will the Behind the Meter (BTM) scheme work for farmers

Max responded that it is a good quality product with 20yr guarantee and back up service, access to TCorp loans will make it more affordable for users of the scheme

Voluntary to join, mandatory repayments will stay with property – affordable for everyone

Philippa Morris asked when is the BTM scheme likely to be rolled out

Max advised that the University of Technology, Sydney is currently working on modelling, business plan still being developed, should be completed soon

Leeah Daley gave her presentation outlining Integrated Planning and Reporting requirements

Outlined Integrated Planning and Reporting requirements

What is Gravesend's vision for the next 10 years?

Need to let Council know in order to be included in plans.

Questions/comments

Philippa Morris – commented on the trees and signs; lots of comments from travellers and people stopping to take pictures with the signs.

Richard Jane gave his presentation – ARTC Inland Rail, Higher Mass Limit (HML) access, PBS Type 2 and 2b, 2017-18 works program, self-help program, heavy vehicle bypass Warialda, truck wash/effluent disposal, Roads to Recovery funding, resealing and gravel resheeting, recently surveyed all roads, roads maintenance

Andrew Cooper – talked about how the recent issues with the main bore saw a need to have restrictions, now supplemented by another bore in operation; another storage reservoir has been budgeted in works program for this financial year

Philippa Morris asked can the current Gravesend water supply cater for growing population

Andrew Cooper responded – yes it can

Jane Warrener asked why is Gravesend water sometimes filthy

Andrew explained that the water comes from the Gwydir River using a banking infiltration bore so there will be some colour, water is disinfected with chlorine and is safe to drink

Glen Pereira noted that the water quality is tested every two weeks and is safe to drink

Max discussed Council's intention of serving a demolition order (on Council) to demolish the Gravesend hall as it is not feasible to restore it.

Jane Warrener expressed her concern and thought it was sad that Council had let it deteriorate to this stage; the Gravesend hall has a floating dancefloor; the local school says this hall is not large enough, how come other GSC communities have well maintained halls

John Coulton answered that other communities have committees that work hard and provide maintenance for their halls

Dina Brazel asked could the Gravesend hall be incorporated into a larger hall

Dan Van Velthuisen believed that the Gravesend community is not large enough to maintain two buildings

Jane Warrener advised 'Tully' is prepared to run Discos to raise money for hall maintenance and queried whether a disco be run under Council's insurance

Leeah D suggested it would be easier to have a sporting body take responsibility



Jody Van Velthuisen asked if consideration could be given to extending the community hall east, including a deck, allowing visibility of park

John Coulton suggested the community meet and decide what they want, forward their suggestions to Council for consideration

Max advised that Council is about to publicly advertise demolition order, allowing 30 days for submission

Max asked what does the Gravesend community want to do with the Gravesend museum

Dan Van V advised that Mrs Withers had spoken to him and expressed an interest in the group wanting to open it and retain the museum

Jane Warrener (Gravesend Post Office) wanted to know where this meeting was advertised. Robyn Phillips advised that an email was sent to Council's mailing list, Warialda and Bingara Newspapers ran weekly advertisement, notice was placed on Council's website and Facebook.

Jane requested a flyer be sent to her for publication of any event in Gravesend.

Email addresses on sign on sheets will be incorporated in Council's mailing list.

Meeting closed 6.50pm

Action	Outcome
Gravesend Community to meet and provide suggestions for Hall	Community
Provide notices of meetings/events to Jane Warrener to put in Post Office window	Noted



**MEETING NOTES**

**NORTH STAR COMMUNITY MEETING**

**Tuesday 4 April 2017 at 6.00pm**

**Attending from Council**

Cr John Coulton (Mayor), Cr Jim Moore, Cr David Coulton, Cr F Young, Cr Marilyn Dixon, Cr Geoff Smith, Max Eastcott (General Manager), Leeah Daley (Deputy General Manager), Glen Pereira (Director Development and Environmental Services), Richard Jane (Director, Technical Services), Robyn Phillips (EA), Carmen Southwell (Public Officer) (12)

Meeting opened at 6.15pm with 10 in attendance, (+ Councillors and staff)

Welcome by Mayor, Cr John Coulton. Outlined this meeting is for the Council to deliver important information to the public; complaints to be dealt with via contact with Council office during business hours. Comments and questions welcomed.

Apologies: Cr Stuart Dick, Cr T Galvin, Cr Catherine Egan, Ron Wood (CFO),

Max gave his presentation (refer attached)

**Questions:**

There was a lot of interest in the Behind the Meter Scheme (BTM)

Ebony Monckton asked will the scheme be available for businesses in North Star

Ran Mitchell noted that some people have already installed solar panels - can existing panels be used in the BTM scheme

Max replied, yes this can be accommodated

Ran Mitchell – currently, 3 phase power is an issue, will the proposed scheme handle 3 phase

Max responded – Yes batteries for 3 phase are different to household batteries, but will be available

Peter Dillon asked about the cost of the BTM scheme

John Coulton replied the repayments will be less than current power costs

Jeff Nixon referenced the failed biodigester in Inverell, can Council ensure they would not be left with a white elephant as happened in Inverell (Snackfood Co)

John C reassured Jeff that Council is taking a conservative approach, currently undertaking costing comparisons

Alan Pearlman spoke about his son James who was involved with a rural health club at Newcastle Uni – the idea was to encourage medical students to complete their final year/s of study in regional areas and discover that there are great opportunities in the bush. This would then lead them to be less afraid of working in regional areas when they graduated and hopefully leading to full time employment. James Pearlman still has contacts and is keen to assist in any way - need Council involvement to assist locums or doctors to assimilate – Alan Peralman will send James' email contact for Gwydir Health Alliance Committee.

Carmen Southwell gave a positive example of how a recent recipient of the Bush Bursary had enjoyed her placement in Bingara last December

Alan Pearlman noted that we need to capitalise on that – contact New England RDN and advertise facilities – **action Gwydir Health Alliance**

Jeff Nixon advised that he had met with Georgia Standerwick and Jenny Rand (Consultant) to contribute to the Gwydir Tourism Plan. Better signage is required particularly in the northern part of the shire. There is scope to attract tourism e.g. 'Gwydir Shire, no trucks'

Bernadette Allport would like to see better signage and showing a choice of roads at Moree Plains Shire Council

Max Eastcott advised that we are aware and are building it into our Tourism and Economic Development Plan, however we do need Roads and Maritime Services approval for some signage

John Coulton spoke about an app that has been developed showing seasonal land uses and would like to see Gwydir take advantage of this

Carmen Southwell spoke about Soundtrails, audio, not video – can download Soundtrails app for Warialda, Bingara or Myall Creek

Jeff Nixon asked can we create a grab – e.g. 'Gwydir Country'

Bernadette Allport suggested Council create a sign that gives choices

Alan Pearlman asked about the time frame for BTM scheme

Max Eastcott responded Council is close to receiving final Model assessment for the scheme from University of Technology, Sydney, then Council will approach TCorp for finance

Alan Pearlman enquired about technology changes and costs of batteries?

Max advised there will be a long term rollout – will take years and technology will change as it happens, e.g. the batteries initially may not be as efficient as they will be in five years' time, but the batteries will still do the job; software will change

Alan P asked if there would be a penalty from Essential Energy for using their infrastructure

Max stated ideally users will become independent, aiming for microgrids

Glen Pereira advised microgrids will reduce issues

Bernadette Allport noted that innovation gives Gwydir a chance to set GSC apart and suggest our signage could be *Gwydir Country – A Circular Economy – Fresh Air, Innovation and Opportunity*

Leeah Daley gave her Integrated Planning and Reporting presentation – refer TRIM 17/5446

Outlined Integrated Planning and Reporting requirements and asked the meeting 'What is North Star's vision for the next 10 years?'

**Questions:**

General discussion about how to attract people to North Star – tourists and visitors

The overall trend in small rural communities is lower population, larger farms and less social integration

Jenny Mitchell advised that at a community meeting last week there was discussion on what will bring people to North Star and feed onto Warialda – signage a major issue; also had a new resident attend with new views – noting there is currently no publicity, nothing that sells the area; agrees with the Soundtrails explaining seasonal cropping e.g.

Jenny Mitchell thanked Council for the road signage that has been erected

Ebony Monckton – new resident to North Star spoke about there being not much for younger people in North Star – need to consider a program to encourage young people to be more involved in the community

John Coulton suggested Ebony would be the ideal person to coordinate such a program

Ebony M asked what would be the best way to advertise events

Leeah Daley responded - Council has an events page on website, anyone can use it

Carmen Southwell expanded that Council's website allows individuals to fill in a 'what's on'

Bernadette advertises on blackboard in Club

Ebony M believes we need to take advantage of technology

Jeff Nixon agreed Facebook page works well, delivers an instant message

Leeah Daley agreed we need to promote the 'North Star experience' – does not necessarily need to be major events such as the trail bike ride

Jenny Mitchell was concerned about the lack of communication, not everyone is at school or club members, or on the internet

Peter Dillon commented that we are seeing a lower population, larger farms, less social integration

Alan Pearlman stated there is a trend to lose population, consider cost cutting exercises e.g. volunteers to mow for reduced rates, keeps people involved

Leeah Daley advised the meeting that Council is going to introduce a volunteer program

Richard Jane gave his presentation – ARTC Inland Rail, Higher Mass Limit (HML) access, Livestock Loading Scheme, PBS Type 2 and 2b, 2017-18 works program, self-help program, joint funding proposal for roads in northern part of shire, Gwydir Shire's council contribution would come from Roads to Recovery, heavy vehicle bypass Warialda, truck wash/effluent disposal

Peter Dillon advised that there are two culverts on IB Bore Rd that are inadequate and dangerous in wet weather, cannot handle the water and the overflow runs down the road – one near town and the other near Michael Pearlman's property 'Elesley'

Richard Jane responded that Council is aware of the issue

Meeting closed 7.50pm

Action	Outcome
Capitalise on medical facilities in the area; liaise with contacts provided by James Pearlman	Information sought and recorded for Gwydir Health Alliance
Better Signage	Tourism – CRM 6438/2017
Suggestion for Promotion - <i>Gwydir Country – A Circular Economy – Fresh Air, Innovation and Opportunity</i>	Tourism – CRM 6438/2017

#### **POSTSCRIPT**

Alan Pearlman provided the contact details for James Pearlman:  
[jwpearlman@gmail.com](mailto:jwpearlman@gmail.com)



## MEETING NOTES

### COOLATAI COMMUNITY MEETING

Held in the Community Hall

Wednesday 5 April 2017 at 6.00pm

#### Attending from Council

Cr John Coulton (Mayor), Cr Marilyn Dixon, Cr David Coulton, Cr Jim Moore, Cr F Young, Cr Geoff Smith, Glen Pereira (Director Development and Environmental Services), Ron Wood (CFO), Richard Jane (Director, Technical Services), Robyn Phillips (EA), Carmen Southwell (Public Officer), Colin Cuell, Carl Tooley (13).

Meeting opened at 6.05pm with 14 in attendance (+ 13 Councillors and staff)

Welcome by Mayor, Cr John Coulton. Outlined this meeting is for the Council to deliver important information to the public; complaints to be dealt with via contact with Council office during business hours. Comments and questions welcomed.

Apologies: Cr Catherine Egan, Cr Stuart Dick, Cr Tiffany Galvin, Max Eastcott (General Manager), Leeah Daley (Deputy General Manager)

Crs introduced themselves.

John Coulton gave presentation – see attached.

#### Comments/Questions:

There was general discussion and interest in the Behind the Meter Scheme.

Glen Pereira advised that University of Technology Sydney has almost finished their model assessment for the BTM program

Di Sweeney asked about halls having solar panels fitted

Alex Dudley talked about the need to keep batteries apart from the house

John Coulton advised that with ZEN Energy's advanced software this is no longer an issue

Paul Simpson asked - Can you purchase batteries if you have an existing system

John C responded that this will be possible

Alex Dudley – when will solar be installed on Warialda workshop/depot buildings

John C responded that Naroo would be more logical

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Carmen Southwell gave IP&R presentation – refer TRIM 17/5446

Outlined Integrated Planning and Reporting requirements

What is Coolatai's vision for the next 10 years?

Need to let Council know in order to be included in plans

**Comments/Questions:**

Diane Sweeney – Jenny Rand came to Coolatai – only 1 days' notice was given, limited people available at such short notice - Jenny was going to email document –

Carmen Southwell responded that council had only received draft Tourism Plan last week from consultants

Di Sweeney – asked who is the Coolatai rep with community consultation – has not heard anything, no follow up

John Coulton is unaware that any invitations have been issued

Carmen S advised that she and Leeah Daley had met with representatives from across the shire – Philippa Morris was to invite attendees from across the shire. Workshop next Monday 10 April 10 – 3pm, Di Sweeney will attend

Carmen will send info from that workshop for comment to Diane Sweeney and schedule a Coolatai meeting soon

Angela Stewart –thanked Council for their support in printing the Coolatai Bush Telegraph

Paul Simpson – concerned that the RMS service of rego checks may be lost from Warialda – frustrating that known dates aren't available. Needs to be supported or we could lose it.

Carmen advised that we are able to obtain the dates and advise, advertise on website

**ACTION**

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Richard Jane gave his presentation – ARTC Inland Rail, Higher Mass Limit (HML) access, Grain Harvest Management Scheme, Livestock Loading Scheme, PBS Type 2 and 2b, 2017-18 works program, self-help program, joint funding proposal for roads in northern part of shire, Gwydir Shire's council contribution would come from Roads to Recovery, heavy vehicle bypass Warialda, truck wash/effluent disposal

93% of properties in shire have all weather access

Received acknowledgement of application funding north west freight network

**Comments/Questions:**

Paul Simpson questioned whether the truck wash bring will raise revenue for Council

John Coulton advised, yes it is expected that there will be revenue from the truck wash facility

Alex Dudley asked can council use effluent from truck wash in the biodigester

John C responded the effluent will go into sewerage treatment plant, won't be enough for biodigester

Paddy Coleman advised that he recently had a Higher Mass Limit enquiry – rang Inverell shire re HML and they told him to ring RMS – no assistance available

Alan Campbell asked when are the culverts near Boundary Gully and Kia Ora going to be completed - Richard Jane will assess

Amy Grabham was concerned about the speed of traffic through Coolatai, trucks and travellers are not obeying speed limits

Paul Simpson wondered whether radar signs could be erected

Amy Grabham noted there are larger signs with orange border available

Amy G – after storm late last year branches of tree approaching Coolatai hanging over road – can they be removed – Carl Tooley needs to be notified

Stephen Hunt noted that the depth gauge at Kia Ora crossing is missing

Angela Stewart noted that the bridge on Wallangra road just out of Coolatai is too narrow

Richard Jane responded that it would be extremely difficult to obtain funding for replacement this bridge

John Coulton advised these concerns will be referred to the Traffic Committee for their next meeting

Carol Campbell – could the access road to the tip be gravelled.

Meeting closed 7.22pm

Action	Outcome
Obtain dates RMS inspections available and distribute (Bush Telegraph, website)	C Southwell
Traffic Committee – speed limit through Coolatai	Traffic Committee ✓
Remove branches following storm near village	CRM – Roads North ✓ 6433/2017
Culverts – Boundary Gully and Kia Ora	CRM – J Wilson ✓ 6437/2017
Missing depth gauge Kia Ora crossing	CRM – J Wilson ✓ 6435/2017
T intersection blind	Traffic Committee ✓
Can access road to Coolatai Tip be gravelled	CRM – J Wilson 6436/2017 ✓





## MEETING NOTES

### WARAILDA RAIL COMMUNITY MEETING

Held in the New RFS SHed

Wednesday 17 May 2017 at 2.00pm

#### Attending from Council

Cr John Coulton (Mayor), Cr Stuart Dick, Cr Marilyn Dixon, Cr David Coulton, Cr Jim Moore, Max Eastcott (General Manager), Richard Jane (Director, Technical Services), Colin Cuell (Manager, Building Services), Robyn Phillips (EA) (9)

Meeting opened at 2.05pm with 9 in attendance (+ 9 Councillors and staff)

Welcome by Mayor, Cr John Coulton.

Apologies: Cr Catherine Egan, Cr Geoff Smith, Cr Tiffany Galvin, Cr Frances Young, Leeah Daley (Deputy General Manager)

Mayor Coulton congratulated the Rural Fire Service (RFS) on the opening of the new 'Stonefield' RFS shed at Warialda Rail.

Max Eastcott advised:

- the entry signs for Warialda Rail are in the design stage.
- IPART have decided total MARGINAL rates income will increase by 1.5%.
- A Fire and Emergency Levy will be included with rates from 1 July – all of this income goes to State Government to support the Fire and Emergency Services.
- Council is investigating the possibility of installing a water tank in Warialda Rail for residents' use.

John Riley advised that RFS will supply an additional 5000L tank for rainwater.

There was general discussion and overall support for the proposed greenhouse development on industrial land north of Warialda and the Behind the Meter Scheme.

Mayor Coulton advised that funding for Warialda bypass is expected to be confirmed. The bypass will be built over two financial years and will create local jobs.

Richard Jane outlined there will be local jobs for contractors, then external contractors for the bridge construction. Consultants have been engaged to carry out noise assessment, flora and fauna, Aboriginal heritage, and Environmental Impact Statement.

John Riley thanked Council for the lawnmower for Warialda Rail Reserve Trust.

Cr Dick has been working with the Rural Fire Service to develop a Fire Plan for Warialda.

J Riley asked what can be done about intersection Gwydir Highway and Stephen Street in Warialda. Parking of caravans causes a visibility issue.

Richard Jane responded that this matter will be taken to the next Traffic Committee meeting – will consider erecting signage directing caravans to a designated parking area.

R Jane advised the bypass funding includes allowance for truck wash and amenities.

J Riley noted that with the threat of amalgamation in the background the general feeling in the community is positive.

Meeting closed 2.55pm

Action	Outcome
Intersection Gwydir Hway and Stephen Street, Warialda – safety/visibility	To Traffic Committee

## Item 2 Monthly Organisation and Community Development Report - May 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** 21 June 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 May 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.

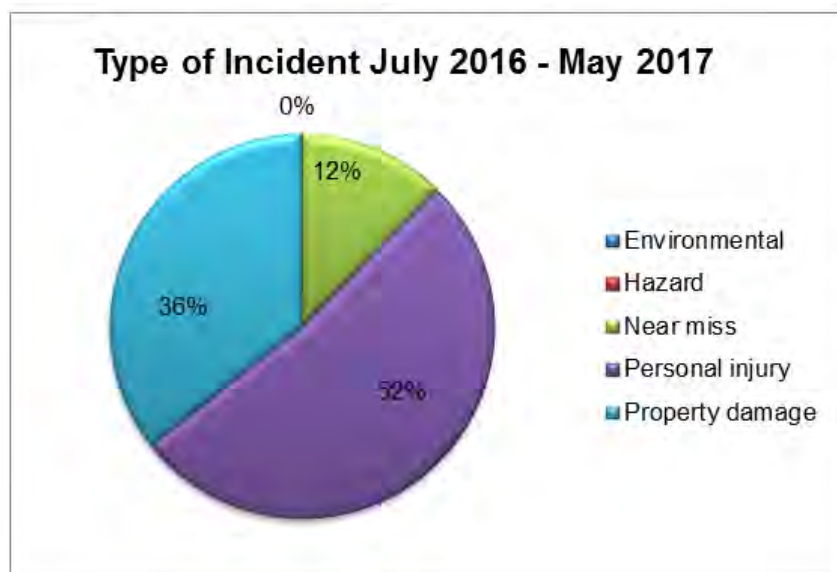
## INCIDENT REPORTING

### Incidents reported in May 2017

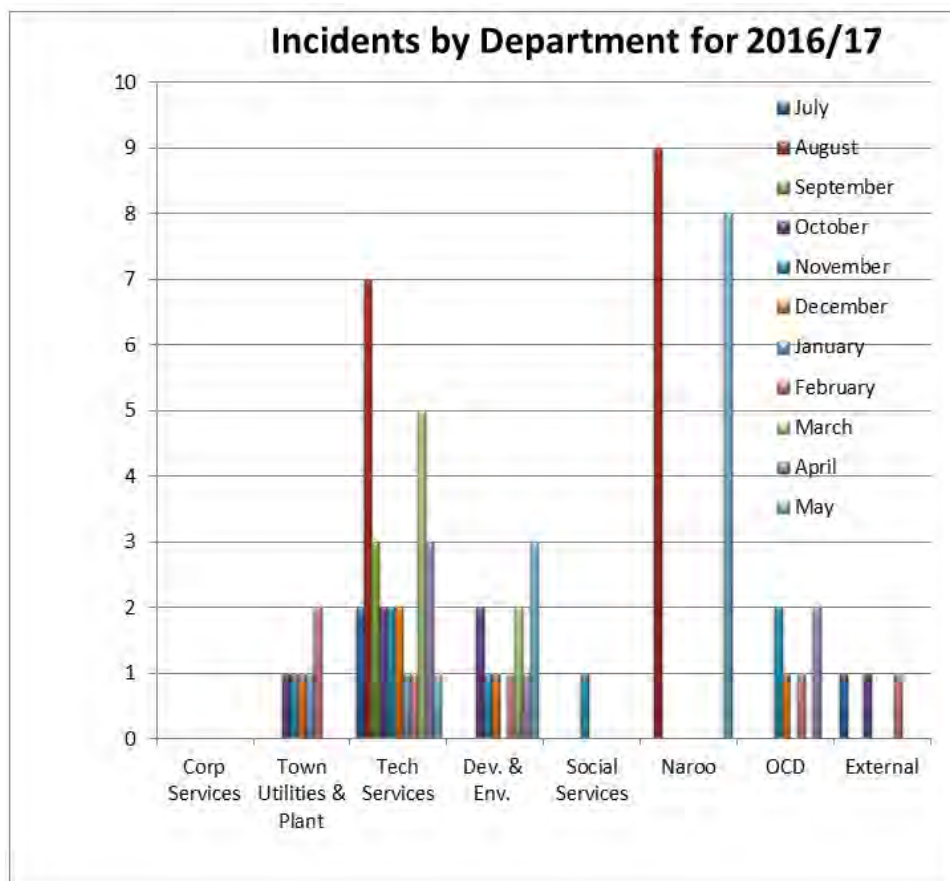
There were 12 incidents reported for the month of May 2017:

- 2 in Bingara, 9 in Warialda and 1 in Gravesend
- All incidents were internal

Council's Incident/Accident report form defines the injury/accident into five categories:



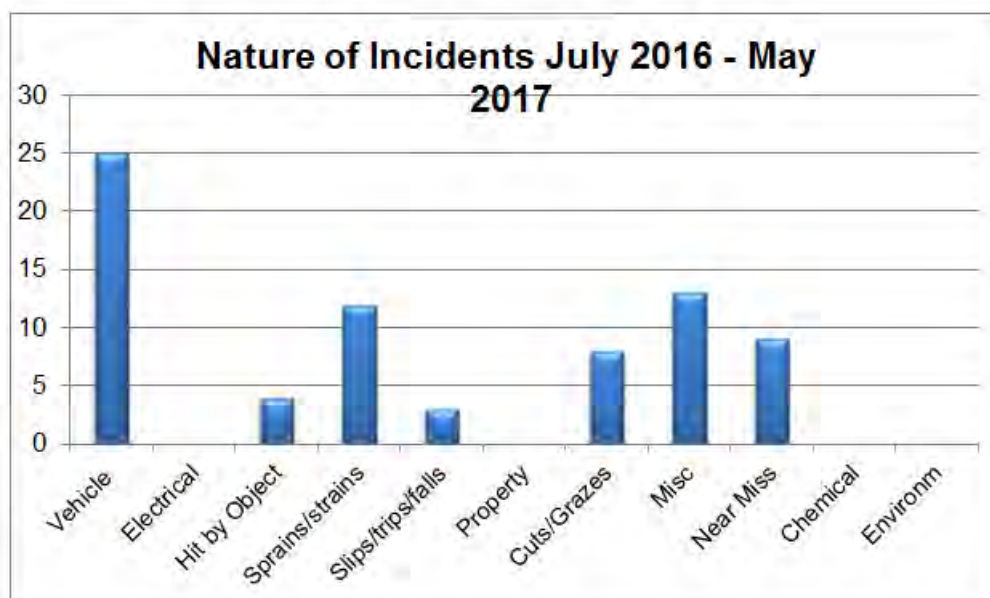
Incidents recorded by Department:



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Chairman .....

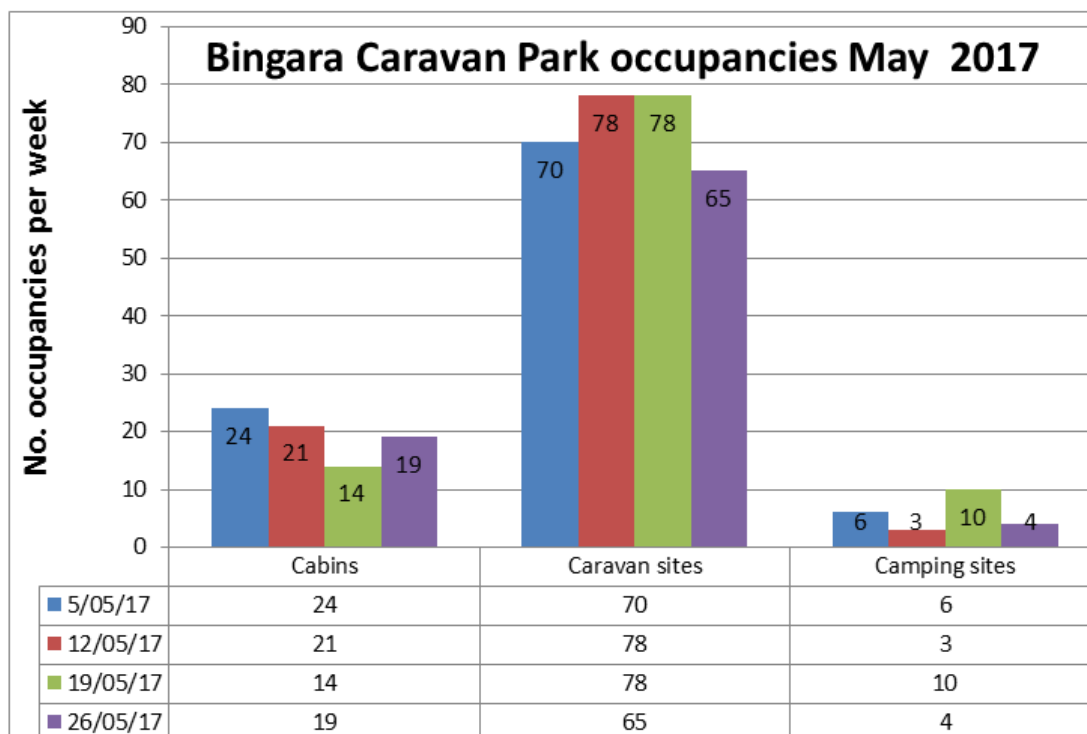
The nature of incidents reported has been broken down into 11 categories:



### **Bingara Riverside Caravan Park**

The Riverside Caravan Park continues to be maintained by Council staff with the following occupancies for the 2016/17 financial year to date.

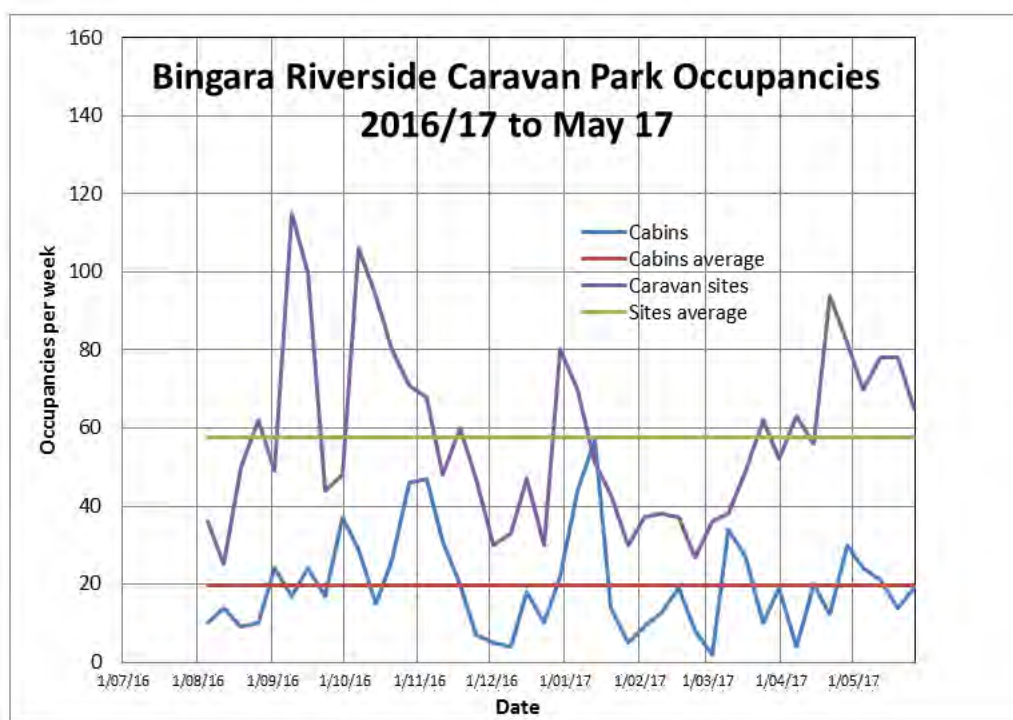
Occupancies are good with caravan sites in particular above average.



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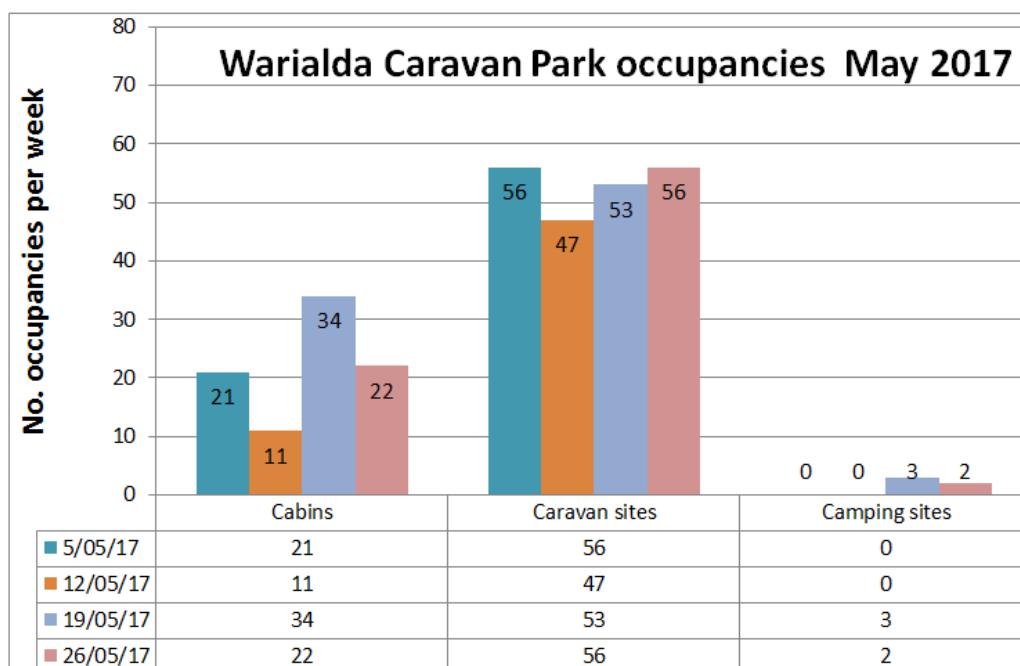
Chairman .....

Occupancies for the financial year to date are as below:



### Warialda Caravan Park

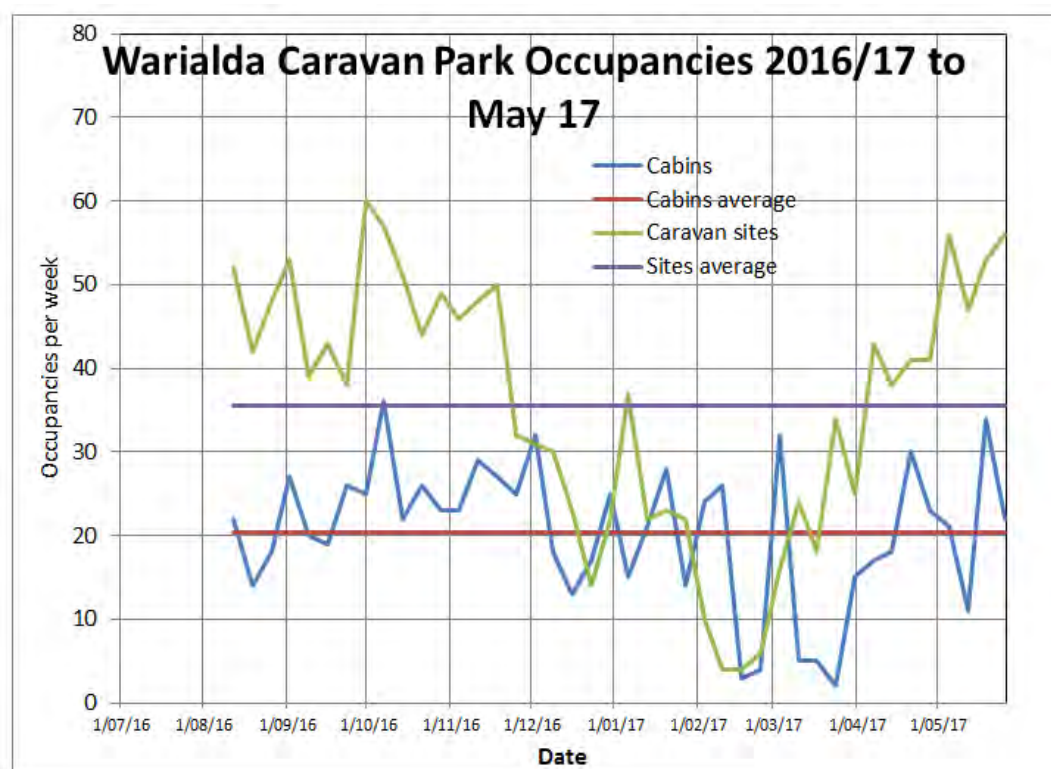
The Caravan Park continues to be maintained by Council Parks and Gardens staff with the following occupancies for the 2016/17 financial year to date. Occupancies for cabins and caravan sites are very good with caravan sites in particular well above average.



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Chairman .....

Occupancies for the financial year to date are as below:



## **ECONOMIC DEVELOPMENT**

### **The Roxy Complex**

#### **Theatre**

Friday 19<sup>th</sup>, Saturday 20<sup>th</sup> and Sunday 21<sup>st</sup> May – Anglican Youth Muster – 220 people each day

Saturday 27<sup>th</sup> May - North West Theatre Company Play, 39 Steps – 80 people

Sunday 28<sup>th</sup> May - North West Theatre Company Play, 39 Steps – 62 people

Wednesday 31<sup>st</sup> May – North West Theatre Company Film – 20 people

#### **Roxy Café**

Thursday 11<sup>th</sup> May - New Residents Welcome Party – 65 people

Thursday 25<sup>th</sup> May – Cancer Council Biggest Morning Tea – 200 people

Friday 26<sup>th</sup> May – Library Author Morning Tea – 30 people

#### **Roxy Conference Room**

Wednesday 10<sup>th</sup> May – Northern Slopes Landcare Meeting – 16 people

Friday 26<sup>th</sup> May – Library – Guest author book reading – 30 people

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Chairman .....



## Publicity

This month the Roxy was featured in The Land Newspaper as well as their online publication. The extensive article chronicled the history of The Roxy and the pending heritage listing. The article can be accessed online at

[www.theland.com.au/story/4622372/bingaras-rich-theatre-heritage/](http://www.theland.com.au/story/4622372/bingaras-rich-theatre-heritage/)



*Image of John Wearne, patron of the Roxy Theatre featured in The Land article.*

## New Residents Workshop

During the month of May Gwydir Shire Council's Economic Development Department held two new resident nights, the first in Bingara on Thursday 11<sup>th</sup> May with over 65 participants, 30-35 of whom were new residents. The majority of these new residents were in the over 50s age bracket, many of whom relocated to Bingara after visiting the town as free campers.

The second evening was held in Warialda on Thursday 18<sup>th</sup> May with 42 participants, 11 of which were new residents.

Both evenings were very well received and gained lots of positive feedback from both community groups and new residents:

*"We would just like to say last night was so great met heaps of nice people over lovely food and drink. We feel really welcome to this lovely country town, so happy we have settled here, country people are so different to city people they talk to one another. Thanks again for organising the night"*



*Left: Bernadette Gunthorpe, Bingara Lions Club. New residents Shirly, Yvonne Foster.*



*Right: New Bingara residents Pam and Graham Cooper*

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Chairman .....





*Above: The gathering at the Warialda evening being addressed by Mayor John Coulton.*



*Left: New Bingara residents Sam and Anne Tink, with Bingara VIC Officer Jenny Mead and baby Oisin Stamer.*

*Right: New Bingara residents Suzanne Buckland and Gay and John Raymond with Brenda Pankhurst from Friends of Touriandi.*

### Business Referrals

The Gwydir Shire Council's Economic Development department has been working closely with NORTEC Small Business Advisory Service to refer local businesses for small business advice and support. NORTEC Small Business Solutions offer a range of private and government funded business support and advisory programs (including the State Government funded Small Biz Connect Program) that assist small business owners to strengthen and grow their business.

Four local businesses were referred to this service during May:

- 1 - Jeff Madden - Bingara Allparts
- 2 - Sam Bermel - Sapphire Salt
- 3 - John Anderson - Just Waz
- 4 - Julz Monteith - Floral Online

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Chairman .....

## **GWYDIR LEARNING REGION**

### **GLR Automotive Trade Training Centre (ATTC)**

#### **Heavy Vehicle Training**

The GLR RTO has had to suspend heavy vehicle training while the Trainer Assessor recovers from a health issue. The trainer will be absent for a further six weeks in June/July recovering from surgery.

All training requirements have been completed for the second Trainer/ Assessor. Application for registration has now been made with the Roads and Maritime Services (RMS) to have the new Trainer /Assessor included in the Heavy Vehicle Competency Based Assessment system. All training was conducted in house by GLR staff.

A Final Competency Assessment route has been developed in Moree for submission with the RMS. This will allow for Multi-Combination licencing Training and Assessment.

#### **The Living Classroom (TLC)**

The Bingara Central School 'Civics' students' work at TLC has been recognised by their success in winning the 2017 National Award for 'The Greenest and Most Sustainable Garden' by CORE (Centre for Organic Research and Education).

The students have continued to plant out the kitchen garden beds at TLC.

The Work for the Dole crew continues to proceed with projects at TLC. A crew of three are working under the supervision of Overseer Gary Chorley. They have focussed on pathway construction, removal of fencing and storages at TLC.

The GLR has renegotiated the Work for the Dole program with BEST Employment for a further six months through to December 2017.

The Horticulture Cert III course was completed in April. Some of the six graduates and one part graduate continue to do voluntary work at TLC.

The Department of Education conducted a workshop at TLC during May.

The two day 'Soil Carbon Workshop 'The diamond in the rough!' was held at TLC in May and attracted 70 participants. This marks the first program at The Carbon Farm a community driven project sub-leasing 100 ha of TLC from Council.

National Parks and Wildlife Service held a successful regional conference at TLC in May with 20 delegates. The organisers commended the venue and indicated that they will use it again in the future due to its fine facilities and central location.

A Planning conference was successfully arranged and hosted by Gwydir Council and Moree Plains Shire Council at The Living Classroom in May with 40 delegates in attendance.

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McGregor – Gourlay provided a drone to perform a flyover of The Living Classroom and this has provided an excellent study tool for the site and a some current video and still photography views of its activities.



*Drone image of The Living Classroom – taken in May 2017*

A trial of a Steam-Weeder as part of the Soil Carbon Workshop gave an indication of how this system might augment the weed control activities within GSC.

A visit by members of the Kandos School of Cultural Adaptation has led to a relationship being considered between Kandos and Gwydir Shire. The possibility of a shared biennial cultural event is being investigated.

The Nursery at TLC has been constructed. The internal shelving has been fabricated on-site and the irrigation system is being installed. The recycled nursery equipment from the Bingara Sewerage Treatment area has been relocated to the Nursery.

The cactoblastis fostering nursery to be operated by Northern Slopes Landcare Association and advised by Les Tanner is operating at TLC.

The Bush Tucker planting has progressed at TLC with signage being designed for the site and new fencing planned.

The Gwydir ARK Group conducted a walk through TLC discovering some rare and unique plants and animals during May.

A visit to the North Star community centre and discussions with community representatives has raised the prospects of:

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- A community garden adjoining the site in North Star and
- An annual travelling theatrical event to the Shire's villages.

## **TOURISM**

### Warialda Visitor Information Centre

<b>March 2017</b>	<b>April 2017</b>	<b>May 2017</b>
Opening Hrs = 172.5	Opening Hrs = 150	Opening Hrs = 172.5
Volunteer Hrs = 16	Volunteer Hrs = 41	Volunteer Hrs = 30.75

### Bingara Visitor Information Centre

<b>March 2017</b>	<b>April 2017</b>	<b>May 2017</b>
Opening Hrs = 181	Opening Hrs = 154.5	Opening Hrs = 172.5
Volunteer Hrs = 32	Volunteer Hrs = 44	Volunteer Hrs = 32

<b>Income – Warialda VIC</b>	<b>\$ Mar</b>	<b>\$ Apr</b>	<b>\$ May</b>
Caravan Park	3,644.00	6,810.00	8,142.00
Plants of Gwydir Shire / Cunningham's Track	110.00	35.00	80.00
NSW Trainlink sales	1,047.96	397.44	48.55
Centre hire	22.00	10.00	25.00
Merchandise sales	1,824.45	1,262.90	1672.10
Goods on Consignment sales	98.00	9.00	43.00
<b>Subtotal</b>	<b>6,746.41</b>	<b>8,944.34</b>	<b>10,010.65</b>
Less Caravan Park money banked	3,644.00	6,810.00	8,142.00
Less Payment to NSW Trainlink	1,047.96	397.44	48.55
<b>Total Monthly Income Warialda VIC</b>	<b>\$2,054.45</b>	<b>\$1,736.90</b>	<b>\$1,820.10</b>

<b>Income – Bingara VIC</b>	<b>\$ Mar</b>	<b>\$ Apr</b>	<b>\$ May</b>
Products on consignment	27.00	6.00	0.00
Merchandise	625.50	842.80	936.00
<b>Subtotal</b>	<b>652.50</b>	<b>848.80</b>	<b>936.00</b>
Less payments to consignees	12.96	4.01	0
<b>Total Merchandise sales</b>	<b>\$639.54</b>	<b>\$844.79</b>	<b>\$936.00</b>
<b>Roxy tour income</b>	<b>\$475.00</b>	<b>\$431.00</b>	<b>\$325.00</b>

<b>Visitors at Bingara VIC</b>	<b>556</b>	<b>701</b>	<b>663</b>
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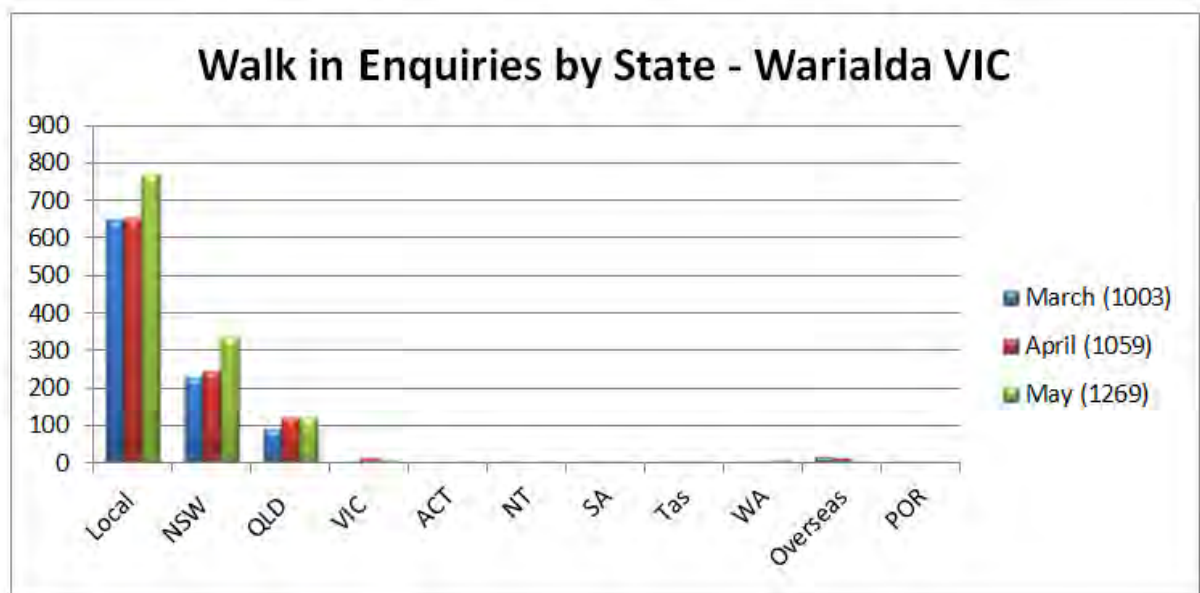


**Community Services and Planning Committee - 13 July 2017    Gwydir Shire Council**

Visitors at Warialda VIC	Mar	Apr	May
Visitors	628	484	625
RMS clients	n/a	230	310
Cafe	375	371	442
<b>Total Warialda VIC</b>	<b>1003</b>	<b>1085</b>	<b>1377</b>

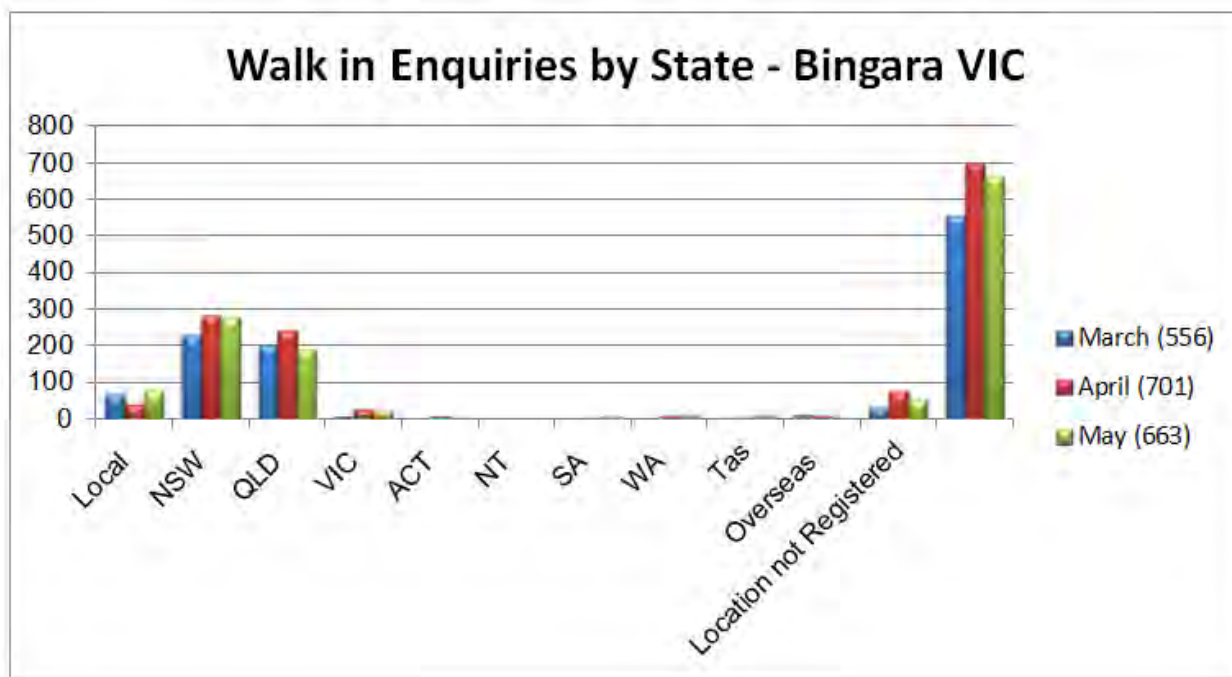
Cranky Rock Sites	Mar	Apr	May
Powered sites	49	58	68
Unpowered sites	13	44	24
Camping sites	0	0	0
<b>Total</b>	<b>62</b>	<b>102</b>	<b>92</b>

Facebook Stats Warialda	Mar	Apr	May
New Likes	n/r	n/r	19
Overall Reach	n/r	n/r	4188
Post Engagement	n/r	n/r	4619

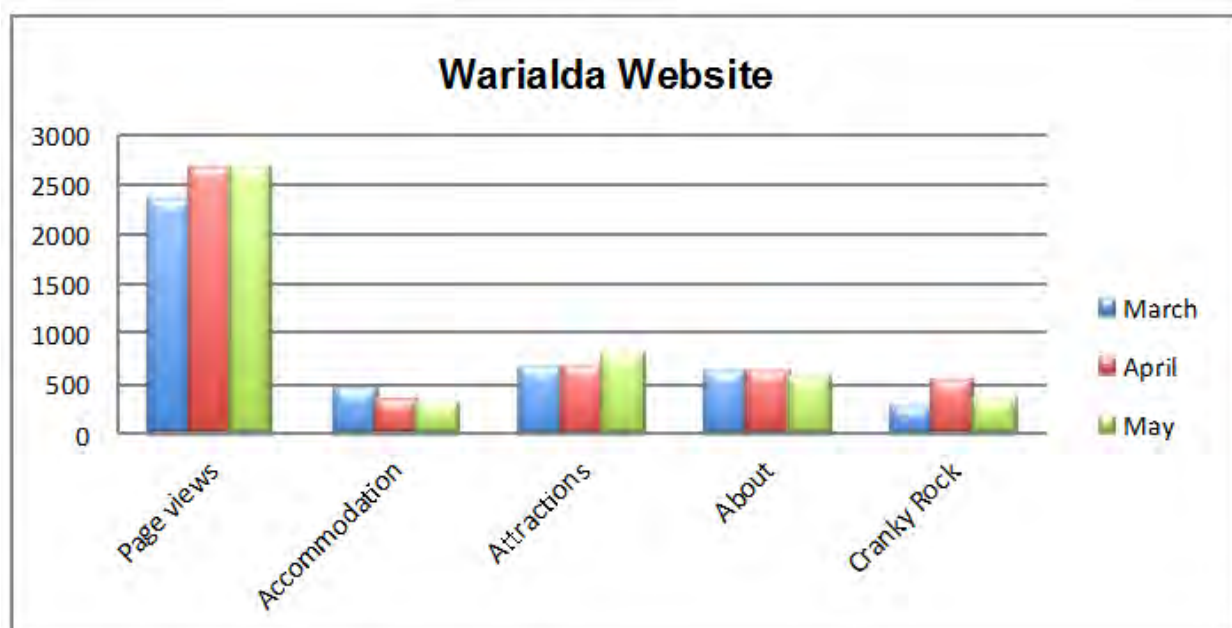


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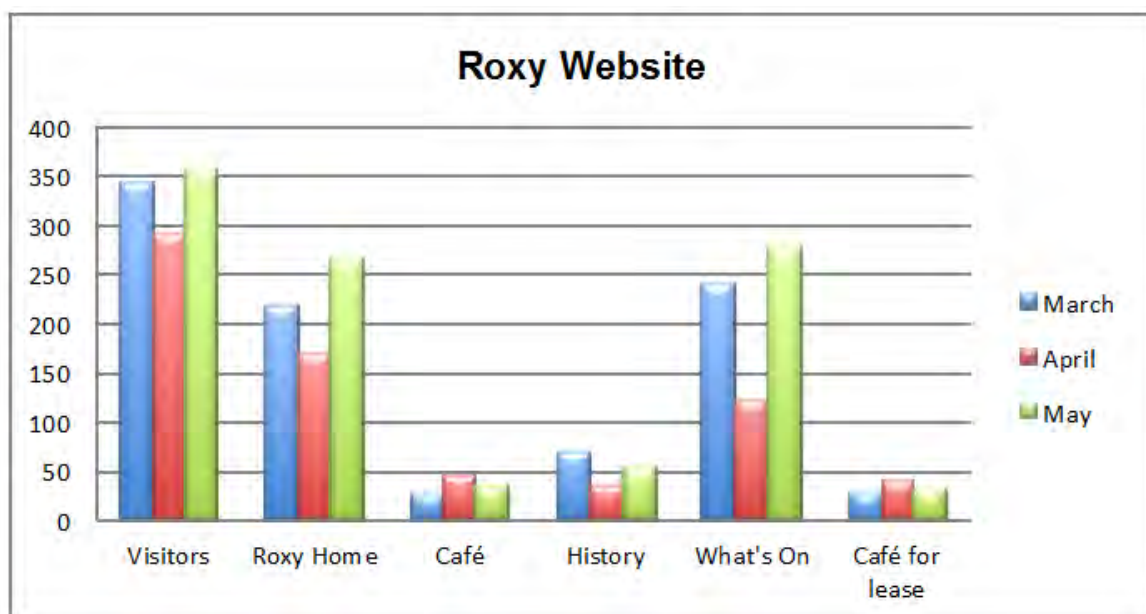
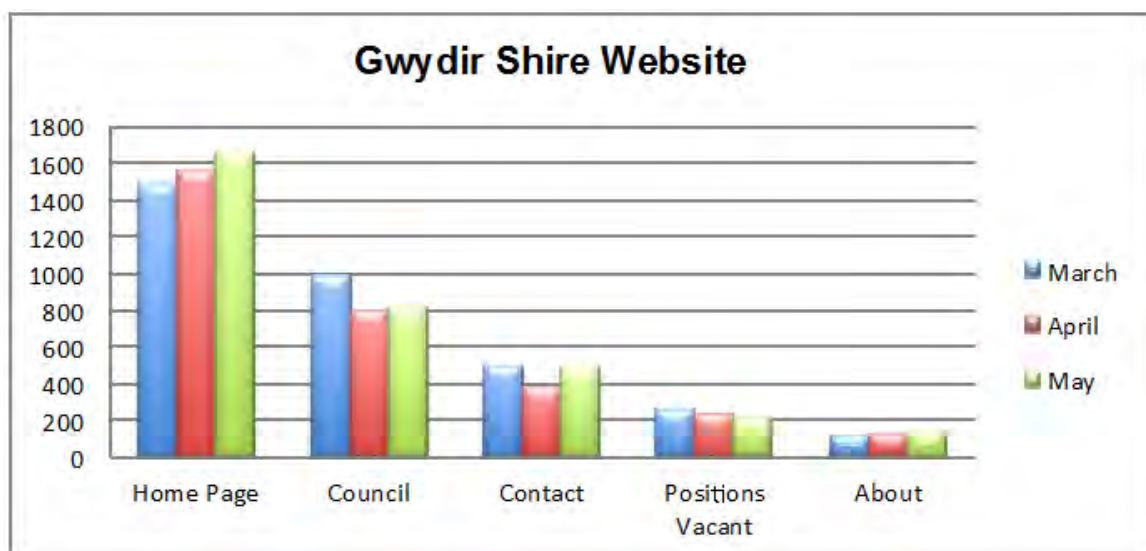


## WEBSITES



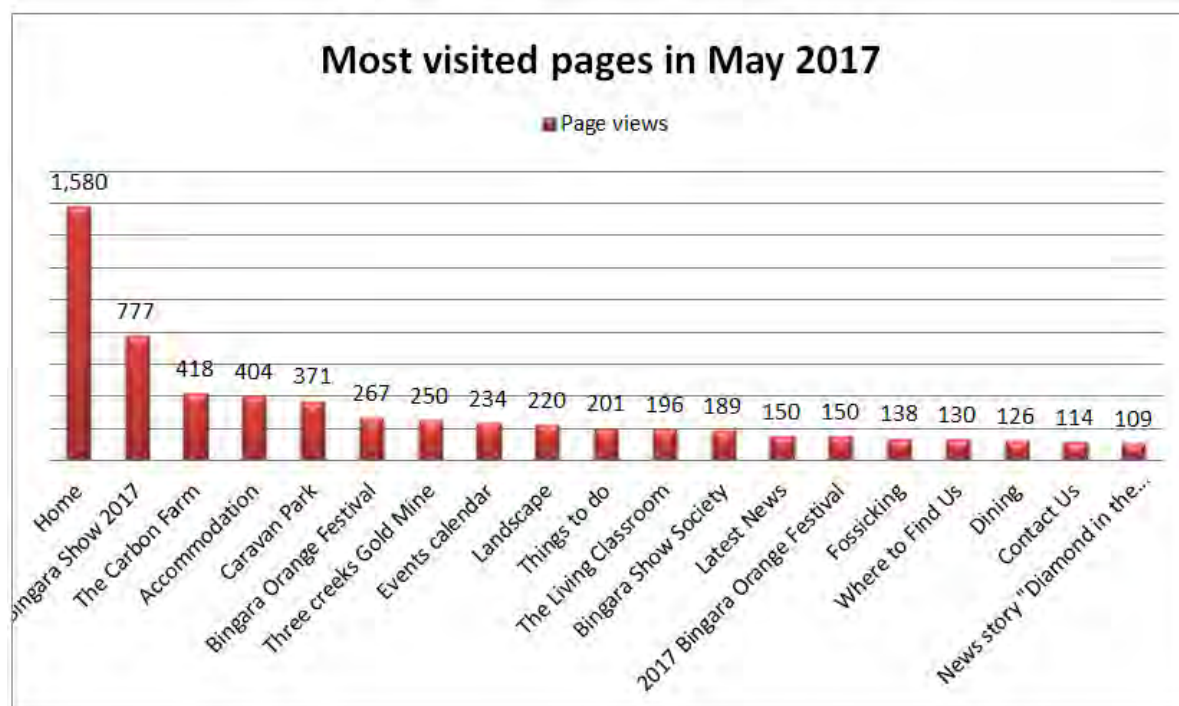
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## COMMUNITY HOME SUPPORT PROGRAM (CHSP)

### WARIALDA

Front line training on Elderly abuse for staff and Volunteers held at Day Centre.

Community Health meeting attended by staff.

Rural Outreach and Support Service used Day Centre kitchen for play group mothers (on food preparation).

Clients enjoyed Mothers Day luncheon.

### BINGARA

Regular Clients' morning teas are very well received.

Clients visited Bingara library for morning tea, followed by a talk from Library Services Coordinator.

Transport is less supported due mainly to there being no referrals from Medical Centre.

A new staff member has commenced working in the CHSP office.

There has been an appointment of a new Advisory committee member during May.

### DELUNGRA

Clients attended a Mothers' Day luncheon at the centre.

Advisory committee meeting held at Delungra during May.

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**Community Services and Planning Committee - 13 July 2017    Gwydir Shire Council**

<b>MAY 2017</b>	<b>BINGARA</b>	<b>DELUNGRA</b>	<b>WARIALDA</b>
<b>DAY CENTRE</b>			
Total active clients	200	21	104
Clients receiving service	12	9	52
Meals	12	59	220
Hours Clients Receive in Centre	60	150	477
<b>SOCIAL SUPPORT</b>			
No of Clients	62	10	38
Total Hours Received	242	156	479
<b>FOOD SERVICE (Meals on Wheels)</b>			
Clients	10	0	8
Meals	117	0	79
<b>TRANSPORT</b>			
Number of Clients	42	4	18
Number of Trips	36	27	96
<b>TRANSPORT - YOUTH</b>			
Number of Clients			
Number of Trips			
<b>ACCESS BUS - INVERELL</b>			
Number of Clients	7	1	6
Number of Trips (per month)	2	4	12
<b>VOLUNTEERS</b>			
No. of Volunteers	40	5	58
Hours	198	20	127
<b>ACCOMMODATION UNITS FOR AGED</b>			
Occupancy	6/6	0/0	13/13

## **CONCLUSION**

The activities carried out by the Organisation and Community Development Department are in line with the 2016/2017 Operational Plan and otherwise as directed.

## **CONSULTATION**

Consultation has occurred within the Organisation and Community Development Directorate.

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## **POLICY IMPLICATIONS**

Policy implications are those relating to the 2016/2017 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 2016/2017 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 2016/2017 Operational Plan.

## **OFFICER RECOMMENDATION**

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

## **ATTACHMENTS**

There are no attachments for this report.

## **COMMITTEE RECOMMENDATION TO COUNCIL:**

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

**FURTHER that future monthly reports should include the Bingara Facebook statistics as well.**

**FURTHER that a suitable illuminated and sheltered site plan be placed at the entrance to the Bingara Caravan Park to aid late arrivals determine their appropriate camping site.**

**(Moved Cr Dixon OAM, seconded Cr D Coulton)**

**Item 3      Monthly Development and Environmental Services Report  
- May 2017**

## FILE REFERENCE

## DELIVERY PROGRAM

**GOAL: 5. Organisational Management**

**OUTCOME: 5.1 CORPORATE MANAGEMENT**

**STRATEGY:** 5.1.3 Administrative functions - GM - internal

**AUTHOR** Director Development and  
Environmental Services

**DATE** 4 July 2017

**STAFF DISCLOSURE OF INTEREST** Nil

## IN BRIEF/ SUMMARY RECOMMENDATION

A report by the Director, Development and Environmental Services on the activities of the Department including Development Applications, Construction and Complying Development Certificates issued by Council for the month of May 2017.

## COMMENT

## 1. DEVELOPMENT

The Department continues to receive enquiries and provide advice on a range of planning and building matters including:

- Subdivision
- Dwelling entitlements
- Minor structure construction e.g. sheds
- Commercial opportunities and construction
- Basix (Building Sustainability Index)
- Bushfire requirements
- Building construction standards and requirements
- Stormwater
- Licensing and owner builder requirements
- Fees and charges
- Planning certificates

**Community Services and Planning Committee - 13 July 2017**      **Gwydir Shire Council**

The following Development (D/A)/Complying Development (CDC) and Construction Certificate (C/C) applications have been approved for the month.

No.	Property Description	Development/ Work	\$	D/A	C/C	CDC
54/2016	Lot 4 DP 1144701 3575 Allan Cunningham Road Warialda	Detached Granny Flat	Part of \$800,000	-	✓	-
8/2017	Lot 53 DP 754851 88 Maitland Street Bingara	Continued Use of Shipping Containers	\$4,800	✓	✓	-
9/2017	Lots 1 & 2 DP 795771 & Lot 1 DP 633483 1160 & 1311 River Road Pallamallawa	3 Lot Rural Subdivision	-	✓	-	-
11/2017	Lot 15 DP 754832 1273 Reserve Creek Road Delungra	Rural Workers Cottage	\$154,036	✓	-	-
13/2017	Lot 2 DP 591035 & Lot 4 Sec 24 DP 758111 30 Gwydir Terrace & 4 Bombelli Street Bingara	2 Lot Urban Subdivision	-	✓	-	-
14/2017	Lot 4 DP 773977 114 Stephen Street Warialda	Dwelling Alterations & Detached Awning	\$9,500	✓	✓	-

The following Development (D/A)/Complying Development (CDC) and Construction Certificate (C/C) applications remain outstanding for the month.

DA, CC and CDC	Property Description and Description of Work	Reason	D/A	C/C	CDC
35/2015	3533 Copeton Dam Road Copeton - Extension of existing Caravan & Camping Facilities	Request Addition Information from Applicant	✓	-	-
26/2016	21-23 Maitland Street Bingara - Continued Use of ATM	Current	✓	-	-
49/2016	1470 North Star Road Warialda - Continued Occupation/Use of Worker Accommodation	Current	✓	-	-
5/2017	4226 Copeton Dam Road Bundarra - 5 Lot Rural Subdivision	Referred to NSW RFS	✓	-	-
10/2017	1895 Adams Scrub Road Warialda Rail - Quarry	Current	✓	-	-
12/2017	556 Onus Road Copeton - Whelping Shed	Notification of Neighbours	✓	✓	-
15/2017	9 White Street Bingara - Dwelling	Current	✓	✓	-
16/2017	3582 Elcombe Road Bingara - Dwelling	Current	✓	-	-
17/2017	6226 North Star Road North Star - North Star Motorcycle Trail Ride	Request Addition Information from Applicant	✓	-	-
18/2017	18 Gwydir Terrace Bingara - Small Dwelling	Current	✓	✓	-
19/2017	36 Hope Street Warialda - RFS Sign	Current	✓	✓	-

There were no Development (D/A) /Complying Development (CDC) or Construction Certificate (C/C) applications approved and not previously reported to Council for the month.

There were no Development (D/A) /Complying Development (CDC) and Construction Certificate (C/C) applications refused(R)/ withdrawn (W)/ Cancelled (C) for the month.

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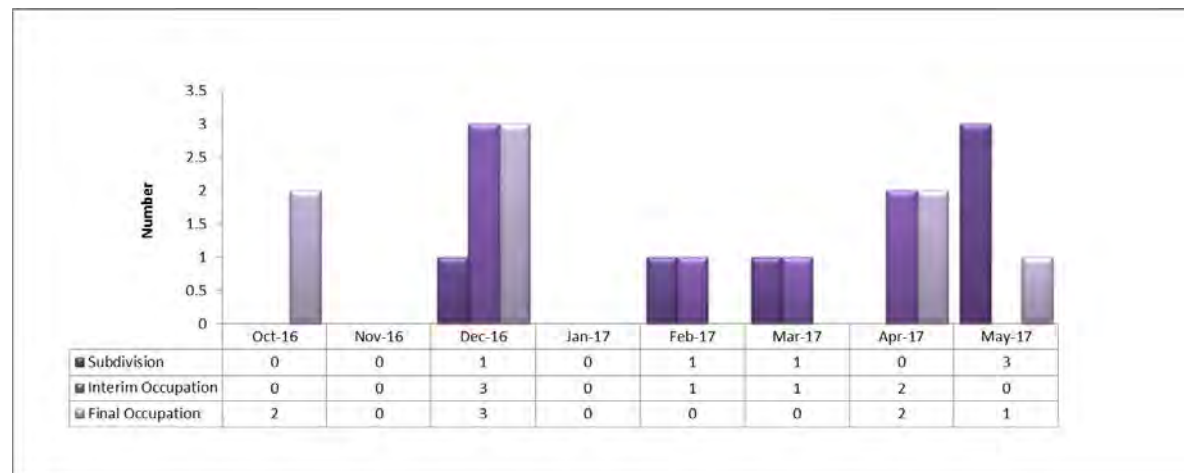
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There following Complying Development (CDC) and/or Construction Certificate (C/C) applications were approved by a Private Certifier and lodged with Council during the month.

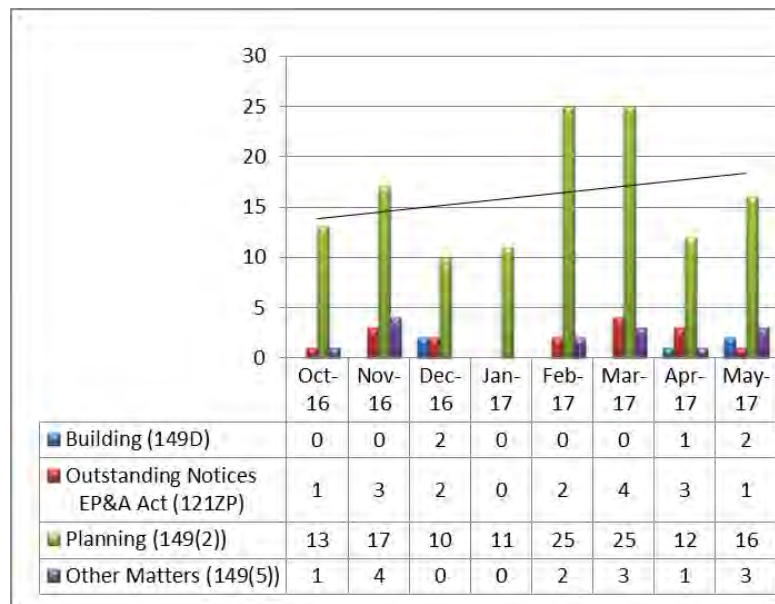
No.	Property Description	Development/ Work	\$	D/A	C/C	CDC
11/2015	Lot 95 DP 754861 556 Onus Road Copeton	Install Piers for Cabins and Construct Kennels	\$80,000	-	✓	-

There were no Development (D/A) and Complying Development (CDC) applications determined where there has been a variation in standards under SEPP 1 or clause 4.6 of Gwydir Local Environmental Plan 2013 for the month.

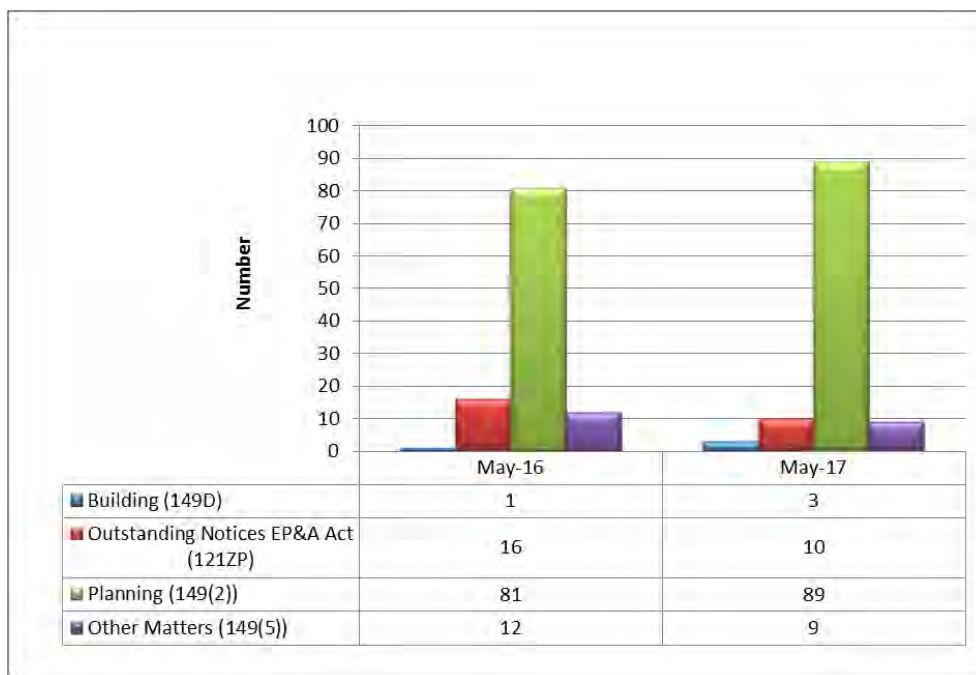
The following graph shows Development Certificates issued for May compared to the previous seven (7) months:



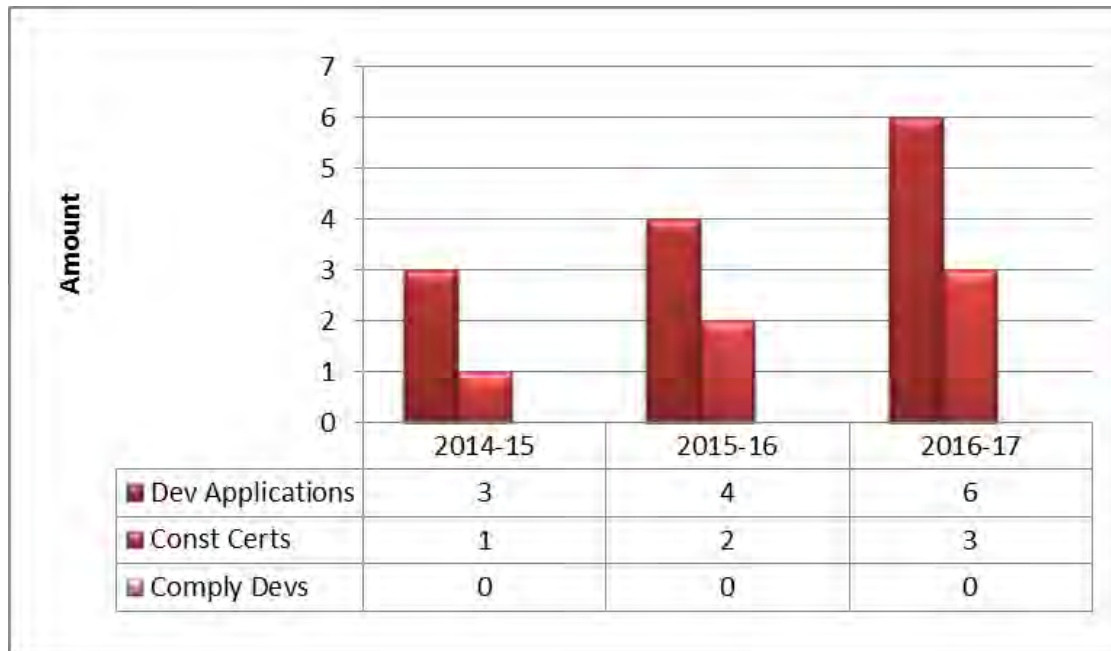
The following graph shows Conveyancing Certificates issued for May compared to the previous seven (7) months.



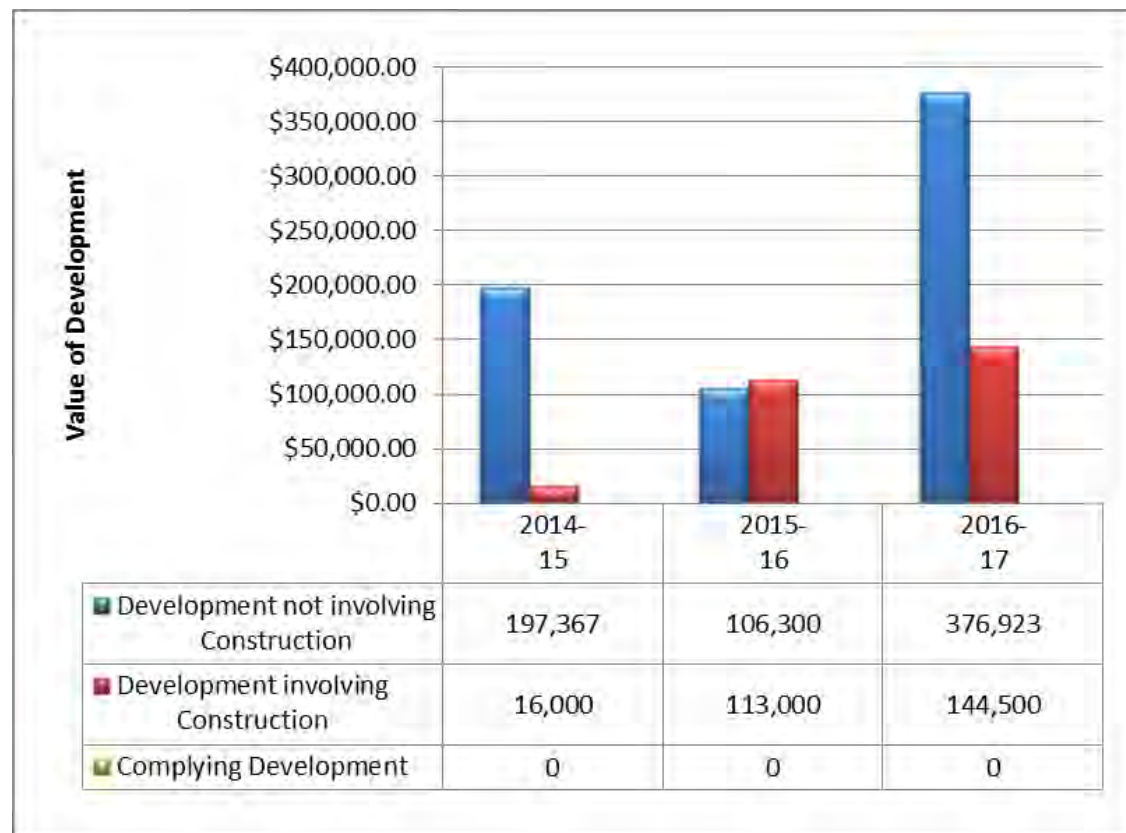
The following graph shows the number of Conveyancing Certificates issued up to and including the month of May 2017 compared with the same period in 2016:



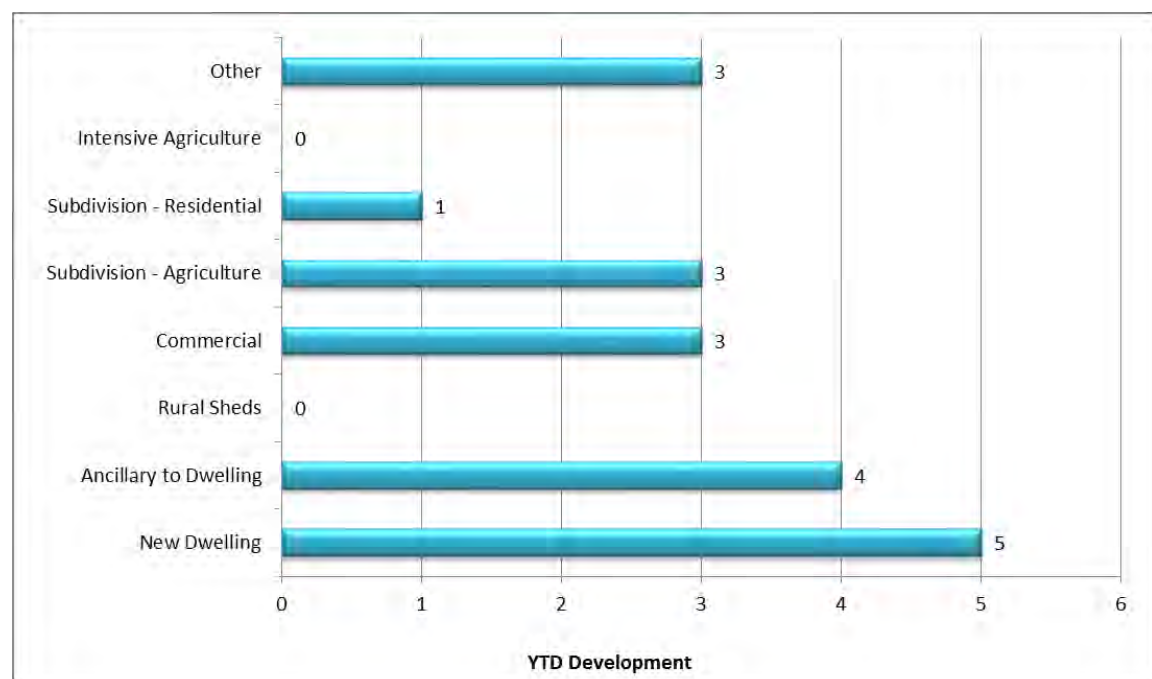
The table below shows a comparison between applications lodged for the month of May 2017 compared to the last two years (excluding private certifier lodged applications):



The table below shows a comparison between the values of lodged for the month of May 2017 compared to the last two years (excluding private certifier lodged applications):



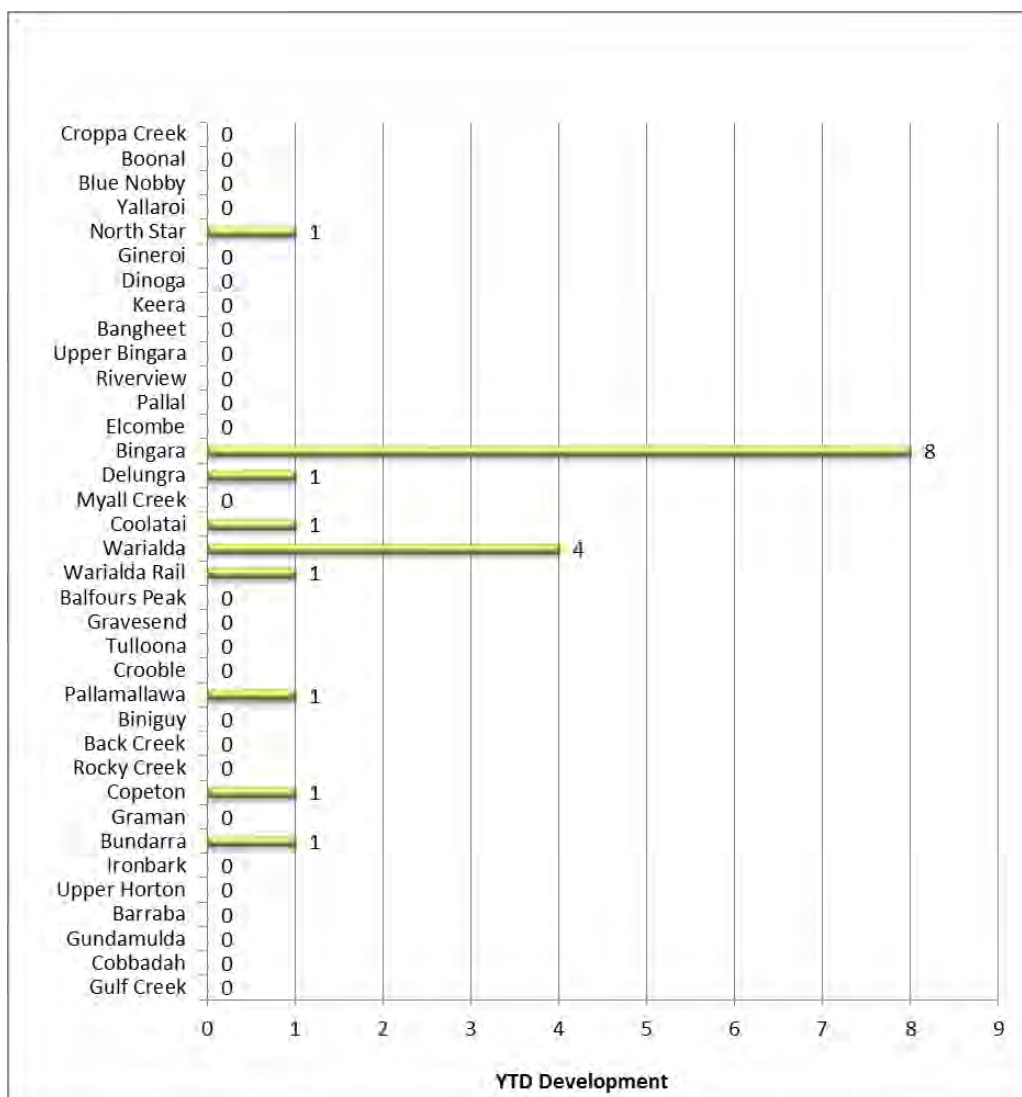
**Development Applications received by Type (includes private certifier lodged applications)**



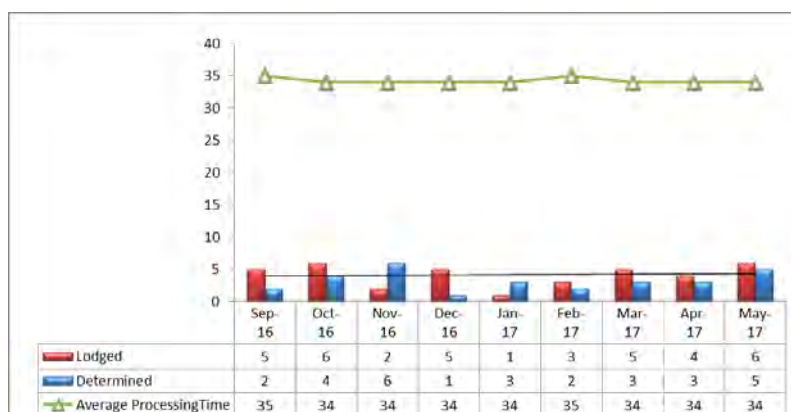
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# Development Applications Received by locality (includes private certifier lodged applications)



## Development Applications – nine (9) months

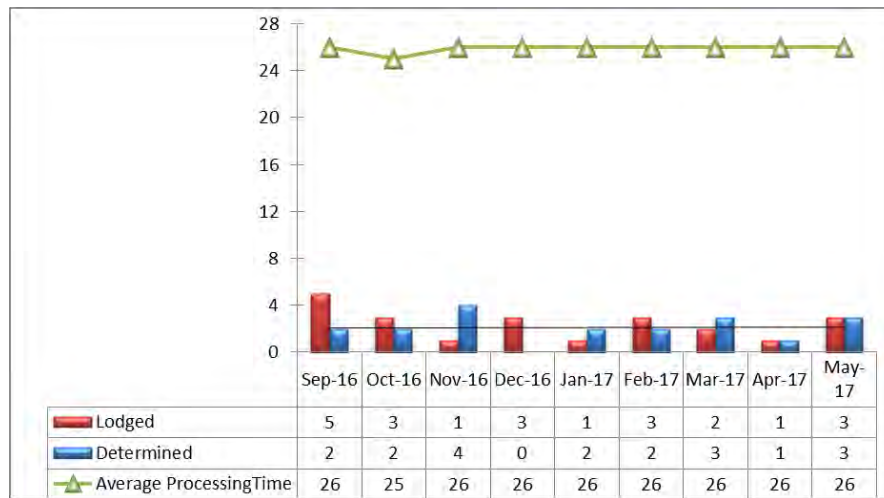


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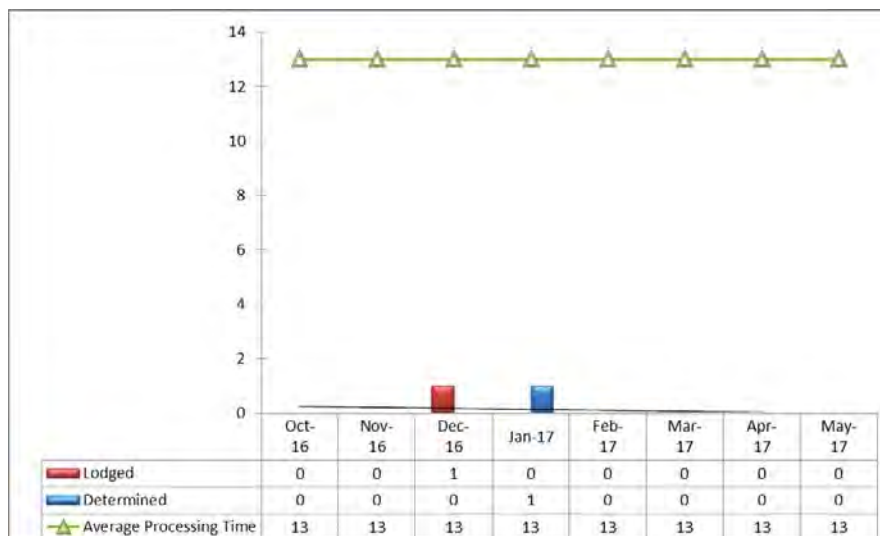
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**Construction Certificates – nine (9) months (excludes private certifier lodged and approved applications)**



**Complying Development Applications – nine (9) months (excludes private certifier lodged and approved applications)**



**1.1 CRM – Planning and Development**

Older	Current	Actioned	Unactioned
2	-	-	2

**2. ILLEGAL ACTIVITY**

ACTIVITY	No	ACTION TAKEN					
		Inspected	Notice Sent	Application/Certificate Lodged	Penalty Notice	Legal Action	Refer to Council
Development							
Building/Plumbing/Drainage							
Health/Animals	5	5	4		1		
Environment							

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## 2.1 CRM - Illegal Activity

Older	Current	Actioned	Unactioned
2	-	1	1

## 3. HEALTH

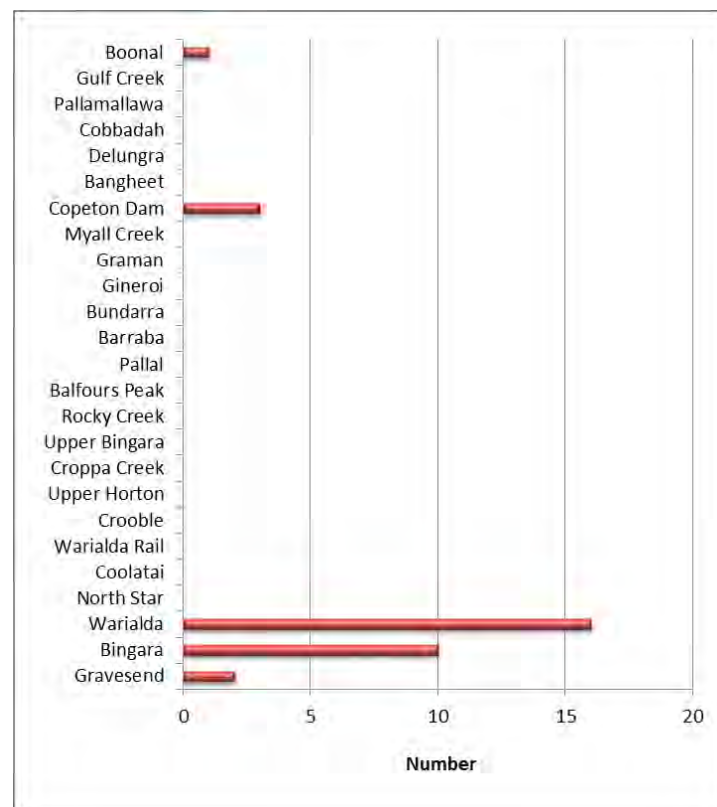
The Department continues to receive enquiries and provide advice on a range of health matters including

- Design and installation of on-site sewerage management systems
- Overgrown properties
- Food premises design and fit-out
- Food handling practices
- Mobile food vendors
- Licensing
- Water carting
- Plumbing and drainage - design and installation

### 3.1 Water Surveillance

The Department continues to carry out routine weekly microbiological sampling of the water supply in the towns of Warialda and Bingara, fortnightly sampling of Gravesend and monthly sampling at North Star.

### 3.2 Health Related Inspections for May 2017



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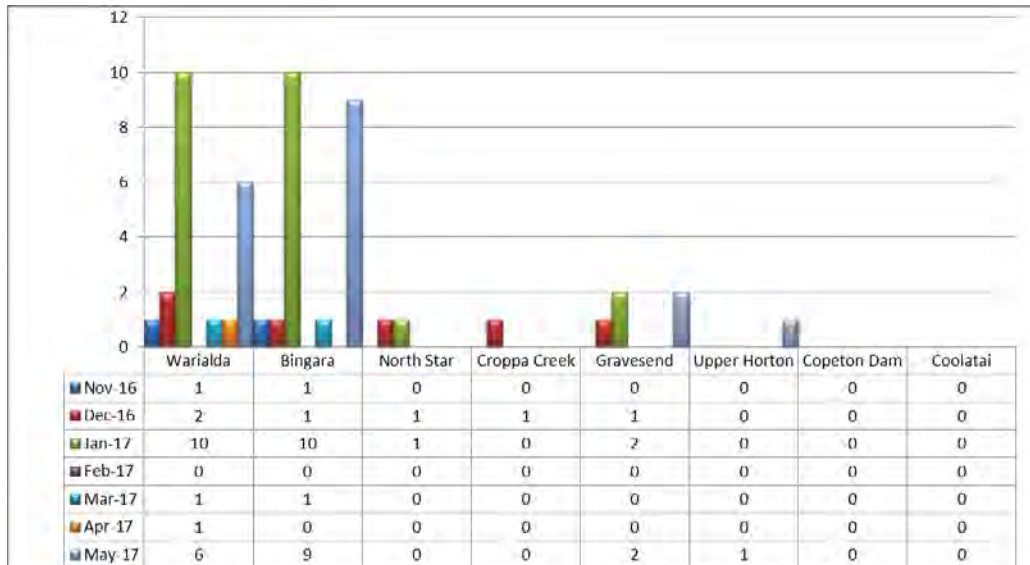
### 3.3 Swimming Pool Inspections

The Department continues to carry out swimming pool compliance inspections.

### 3.4 Cemeteries

Both Warialda and Bingara Cemeteries continued to be maintained.

### 3.5 Food Premise Inspections/Re-inspections

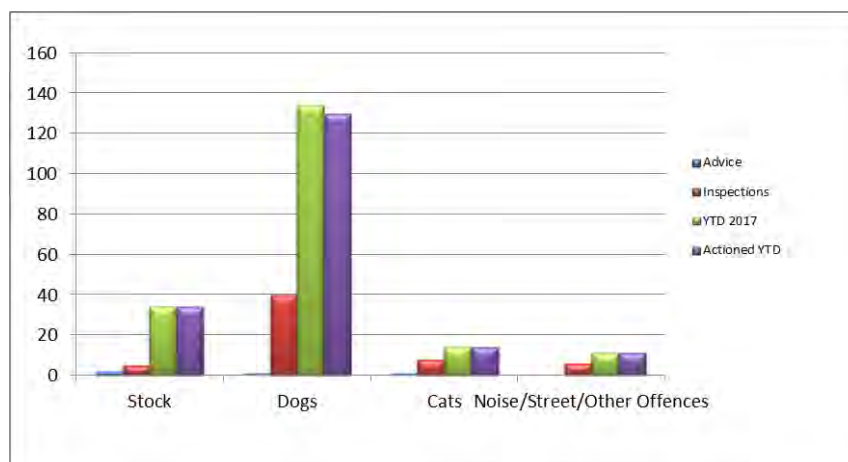


### 3.6 CRM – Health Other

Older	Current	Actioned	Unactioned
6	4	7	3

### 3.7 Compliance and Regulatory Control

Council received complaints regarding roaming stock and dogs, noise, the keeping of animals and other concerns during the month of May 2017. These are investigated and actioned as necessary and are detailed in the following table including year to date and actioned totals:



Council has four (4) cat and two (2) dog cage traps available for use by residents who are experiencing problems with stray feral and companion animals. Traps are normally kept by residents for a period of 4 - 7 days at a time.

During this period four cat cages have been utilised by residents though out the shire.

### 3.8 CRM - Animals

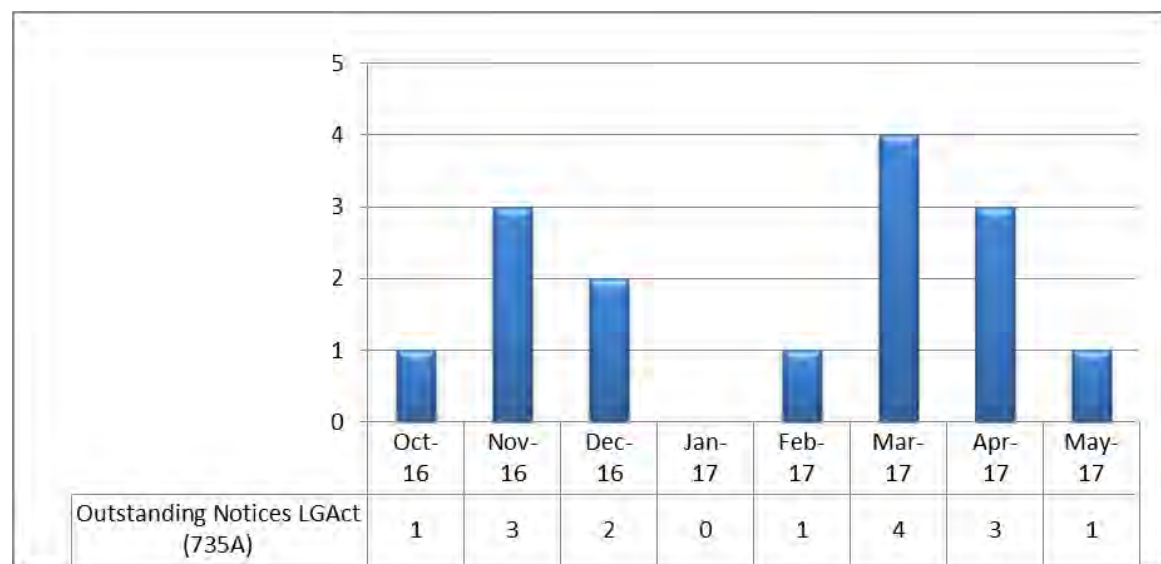
Older	Current	Actioned	Unactioned
15	4	12	7

## 4. ENVIRONMENTAL

The Department continues to receive enquiries and provide advice on a range of environmental matters including:

- Air and water pollution
- Noise pollution
- Littering
- Legislation

The following table shows the number of certificates issued in May 2017 compared to the preceding seven (7) months



### 4.1 CRM – Environment

Older	Current	Actioned	Unactioned
3	2	3	2

## **4.2 Waste Services**

### **4.2.1 Waste Collection**

#### **Warialda**

Scheduled kerbside collection service was carried out during the period.  
There were no incidents or complaints for this period.

#### **Bingara**

Scheduled kerbside collection service was carried out during the period.  
There were no incidents or complaints for this period.

#### **Gravesend**

Scheduled kerbside collection service was carried out during the period.  
There were no incidents or complaints for this period.

#### **North Star**

Scheduled kerbside collection service was carried out during the period.  
There were no incidents or complaints for this period.

#### **Warialda Rail**

Scheduled kerbside collection service was carried out during the period.  
There were no incidents or complaints for this period.

#### **Croppa Creek**

Scheduled kerbside collection service was carried out during the period.  
There were no incidents or complaints for this period.

#### **RMS Rest Area Bins**

Scheduled collections were carried out during the period. There were no issues reported.

### **4.2.2 Recycling**

Scheduled kerbside collection service was carried out during the period.  
There were no incidents/complaints for this period.

Council continues to make available compost bins, aerators and worm farms for purchase by members of the community.

### **4.2.3 All Waste Recovery Centres and Landfills Maintenance**

All Waste Recovery Centres in the Shire continue to be supervised/monitored and maintained. Staff continues to make changes to the site layout and signage to improve onsite operation and access for residents unloading waste and recyclable materials.

### **4.2.4 Green Waste**

Scheduled kerbside collection service was carried out during the period.  
There were no incidents/complaints for this period.

There was no in house chipping for the month.

Council is continuing to supply mulch from chipped green waste to residents.

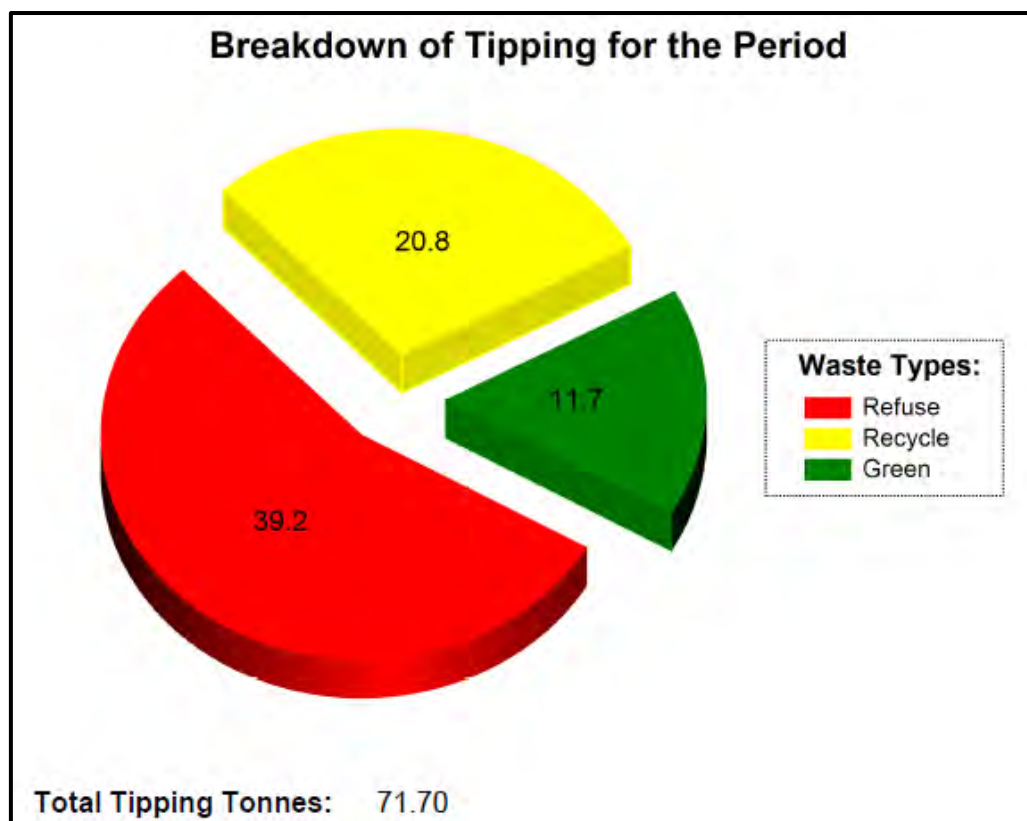
### **4.2.5 Recycled Steel**

Steel continues to be stockpiled for collection at the Bingara and Warialda Waste Recovery Centre.

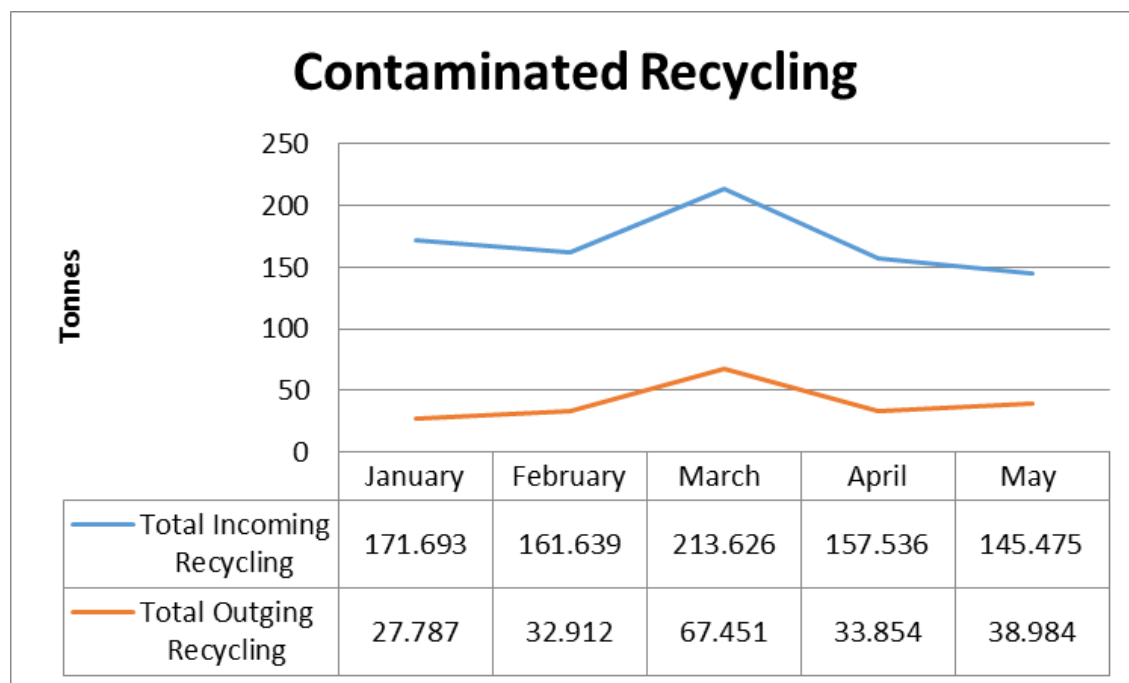
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#### 4.3 Breakdown of Waste Collection for May 2017



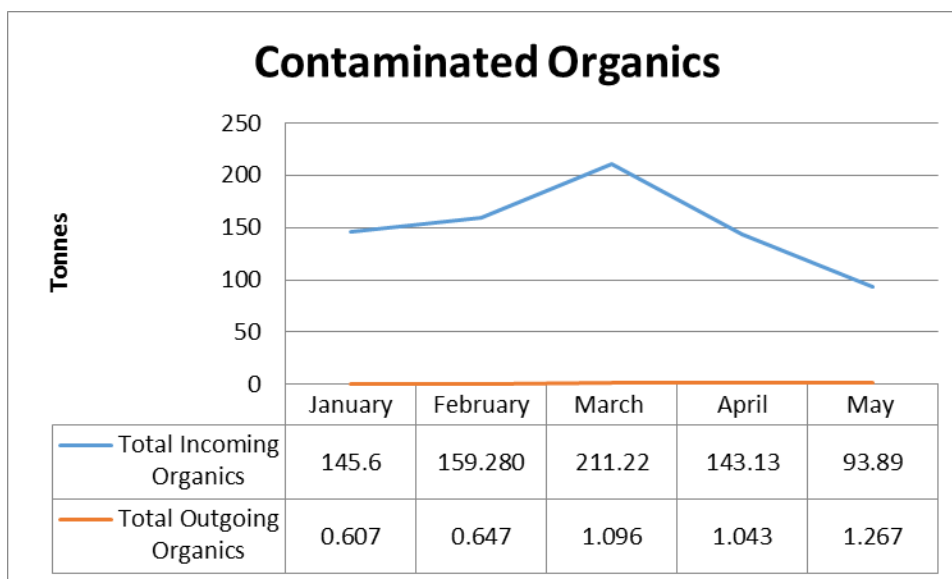
#### 4.4 Recycling Contamination May 2017



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#### 4.5 Organics Contamination May 2017



#### 4.7 CRM – Waste

Older	Current	Actioned	Unactioned
6	4	7	3

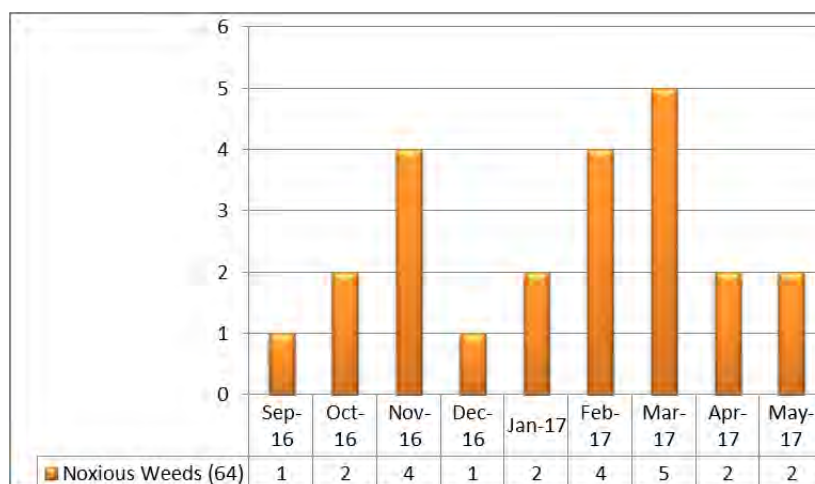
### 5. NOXIOUS WEEDS CONTROL

#### Property Inspection Program

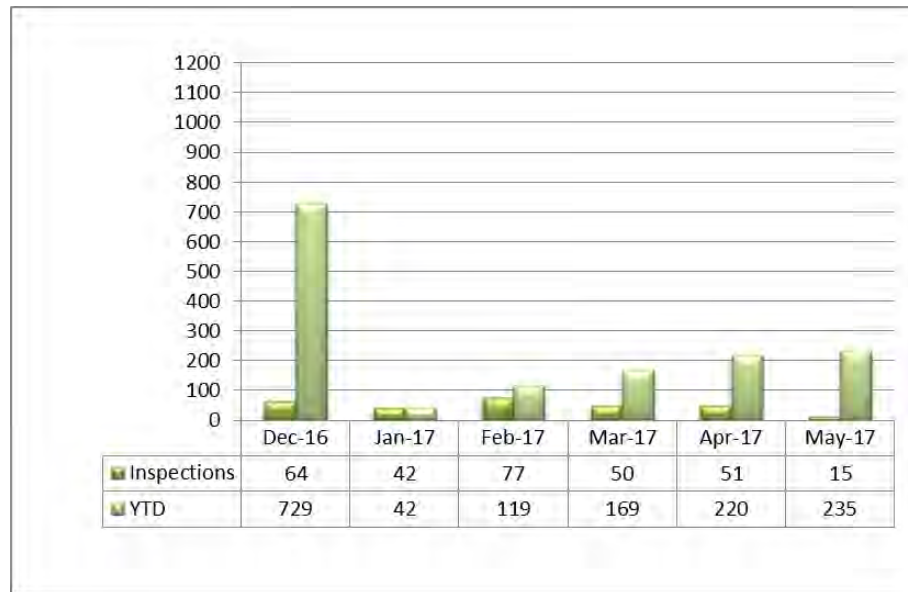
Staff continues to assist farmers and the community with:

- Funding advice
- Noxious weeds advice
- Property inspections
- Spraying of noxious weeds

The following noxious weeds certificates were issued during May 2017 compared to the previous eight (8) months.



The following graph shows the noxious weeds inspections carried out in May 2017 compared to the previous five (5) months.



### 5.1 Noxious weeds - Inspections during May 2017

<i>Areas Inspected</i>	<i>No.</i>	<i>Ha</i>	<i>Rd km</i>	<i>Weeds Present</i>
Private Property High Risk areas	-	-	-	-
Private Property High Risk Reinspection	-	-	-	-
Roadside Inspections High Risk	4	717	358	African Boxthorn, Harrisia Cactus, Mimosa Bush, Mother of Millions, Paterson's Curse and Tree Pear
Waterways High Risk	-	-	-	-
Private Property	1	9	-	No Weeds Found
Private Property Reinspections	-	-	-	-
Private Property Waterways	-	-	-	-
Roadside Inspections	10	592	296	African Boxthorn, Green Cestrum, Harrisia Cactus, Mimosa Bush, Mother of Millions, Paterson's Curse, Silverleaf Nightshade and Tree Pear
Other Council Lands	-	-	-	-
Nurseries	-	-	-	-
Rural Outlets	-	-	-	-
ARTC	-	-	-	-
Other Weekend Markets	-	-	-	-
Dept of Lands	-	-	-	-
National Parks/ Nature Reserves	-	-	-	-
NWLLS Reserves	-	-	-	-
Gravel Quarries	-	-	-	-
Machinery Dealers	-	-	-	-
Grain Handling Sites	-	-	-	-
Recreational Areas	-	-	-	-
Saleyards	-	-	-	-
Machinery wash down bays	-	-	-	-
Truck Stops	-	-	-	-
Other	-	-	-	-

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## 5.2 Noxious weeds control works for May 2017

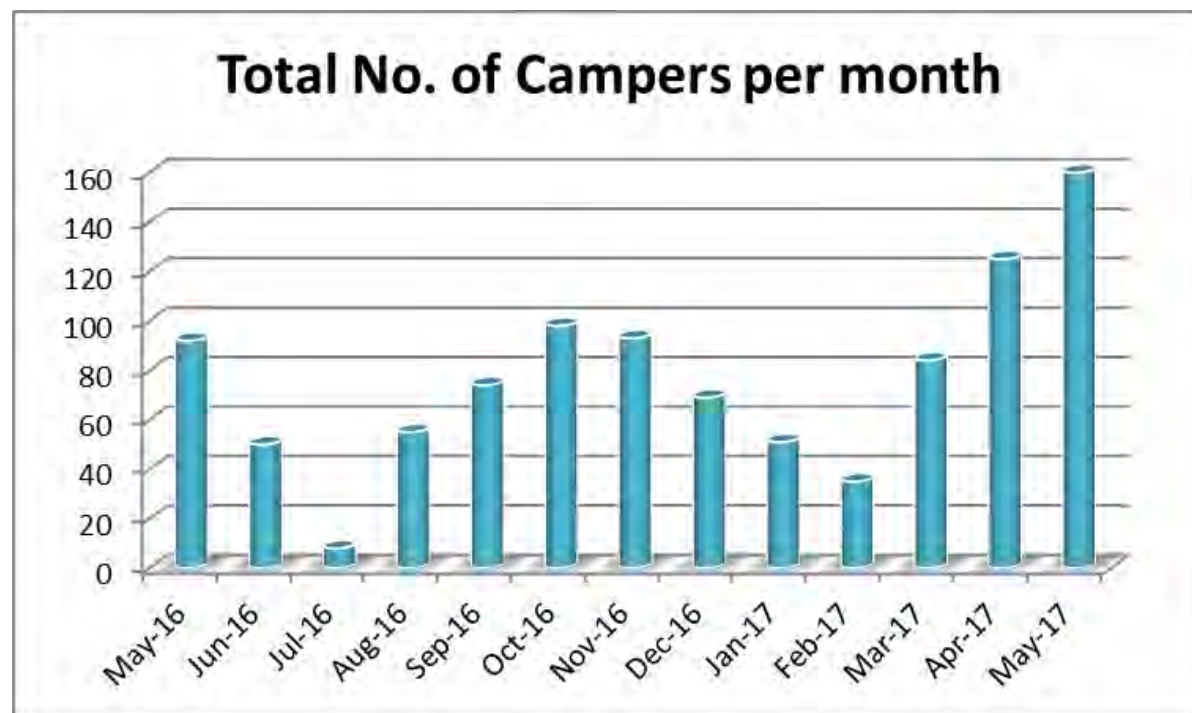
Road/Property	Locality	Weed Code	Area Ha	Road km	High Risk Road	Council Road	Other
Slaughterhouse Creek	Gravesend	Green Cestrum	97.5	-			1
Bingara Showground	Bingara	Mimosa Bush	39.84	-			1
Devil's Elbow Cobbadah Rd	Cobbadah	Madiera Vine	10	5		1	
North Star Road	Warialda	Tree Pear	329	164.5		1	
North Star Road	Warialda	Tree Pear	329	164.5		1	
North Star Road	Warialda	Tree Pear	329	164.5		1	
North Star Road	Warialda	Tree Pear	329	164.5		1	
North Star Road	Warialda	Tree Pear	329	164.5		1	
Warialda Rd	Warialda	Tree Pear	197	98.72		1	
Warialda Rd	Warialda	Tree Pear	197	98.72		1	

## 5.3 CRM – Weeds

There were no outstanding or current CRM for Weeds which required action during May.

## 6. RIVERSIDE CAMPING

Council's Compliance Officer carries out weekly checks along the river to ensure that camping is being conducted in a safe and hygienic manner. The number of campers is detailed in the following graph.



## 7. BUILDING MAINTENANCE

The Department continues to receive requests to carry out minor maintenance and these are generally dealt with in a timely manner. Otherwise the works are scheduled into maintenance staff building activities including new works for attention.

### 7.1 Projects Worked on during May 2017

Staff worked on the following projects during May:

- Naroo Hostel – Install zippy boiler.
- Warialda Recreation Ground – Install gates on amenities and upgrades.
- Rural Fire Shed Coolatai – Install flashing on RFS shed.
- Warialda Swimming Pool – Repair chair lift, install new facilities in amenities and general maintenance in kiosk.
- Bingara Swimming Pool – Repairs and maintenance.
- St Joseph’s School – Repairs and maintenance (full cost recovery).
- Crooble Hall – Awning
- North Star Hall – Kitchen upgrade, painting and general maintenance.
- Cranky Rock – Repairs to and painting of bridge

### 7.2 Cranky Rock



*Cranky Rock Bridge and Steps*

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Chairman .....

### 7.3 Warialda Recreation Grounds



Upgrades to Bar Area

### 7.4 CRM – Building

Older	Current	Actioned	Unactioned
30	14	12	32

### 7.5 Community Buildings

See attached Gantt chart (Attachment 1 & 2).

## 8. PARKS AND URBAN SPACES

### 8.1 Parks and Playgrounds

The parks and playgrounds continue to be maintained and inspections carried out to ensuring that the equipment and soft fall areas are maintained to current standards.

### 8.2 Gardens

Council's gardens continue to be maintained.

### 8.3 Sports Grounds

Council's sports grounds continue to be maintained.

### 8.4 Town Street

Council's town streets continue to be maintained.

### 8.5 Public Place Bins

Council's public place bins continue to be emptied as needed and maintenance carried out as required.

### 8.6 CRM – Parks and Gardens

Older	Current	Actioned	Unactioned
20	5	18	7

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## **9. RECREATION AND MEDICAL**

### **9.1 Fitness Centres**

The Bingara and Warialda fitness centres continue to well utilised by community members.

### **9.2 Swimming Centres**

The Warialda and Bingara Swimming Pool are open for the summer season.

## **CONSULTATION**

Internal	Departmental Staff, Management Team and Other Departments as needed
External	General Public, Trades Persons and Contractors Representatives from Government Departments

## **STATUTORY ENVIRONMENT**

Specific Legislation	<ul style="list-style-type: none"> <li>• Local Government Act, 1993</li> <li>• Environmental Planning and Assessment Act 1979</li> <li>• Food Act 2003</li> <li>• Companion Animals Act 1999</li> <li>• Commons Management Act 1989</li> <li>• Noxious Weeds Act 1993</li> <li>• Swimming Pools Act 1992</li> <li>• Public Health Act 1991</li> <li>• Recreation Vehicles Act 1993</li> <li>• Roads Act 1993</li> <li>• Impounding Act 1993</li> <li>• Land Environment Court Act 1999</li> <li>• Contaminated Land Management Act 1997</li> <li>• Waste Avoidance and Resource Recovery Act 2001</li> <li>• Protection of the Environment Operations Act 1997</li> <li>• Rural Fires Act 1997</li> </ul> <p>Specific detail is provided in the body of the report.</p>
Related Legislation	<ul style="list-style-type: none"> <li>• Regulations associated with the above legislation</li> <li>• Crown Lands Act 1989</li> <li>• Divided Fences Act 1991</li> </ul> <p>Specific detail is provided in the body of the report.</p>

## **POLICY IMPLICATIONS**

Current Policies	These matters have no specific policy implications for Council. Operations are in accordance with Council's adopted Management Plan and current Council Policies.
Proposed Policies	No proposed policy implications for Council.

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## **FINANCIAL IMPLICATIONS**

<b>Economic factors</b>	
Is the proposal incorporated in the budget?	These activities and matters are included in Council's adopted Budget
Are there human resources implications?	Carried out as normal duties
Cost	Operations are currently in accordance with Council's adopted Budget and Management Plan
What are the longer term impacts on Council asset management strategies?	Council must maintain its assets. Works will be incorporated into asset management strategies which are being developed
Life cycle costs	There will only be ongoing maintenance costs for Council
Cost Recovery	Some proposals such Caravan Parks as will provide revenue raising opportunities or return on investment for Council
Shire Assets	The replacement of or maintenance on Council owned service and facilities will protect and enhance the value of the Council assets
<b>Key business sectors</b>	
Infrastructure	No impact on Council's sewer, water, telecommunications and transport infrastructure.

## **STRATEGIC IMPLICATIONS**

Relationship to Management Plan	These matters have no specific strategic implications for Council.
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## **OFFICER RECOMMENDATION**

THAT the monthly Development and Environmental Services report for May 2017 be received.

## **ATTACHMENTS**

There are no attachments for this report.

## **COMMITTEE RECOMMENDATION TO COUNCIL:**

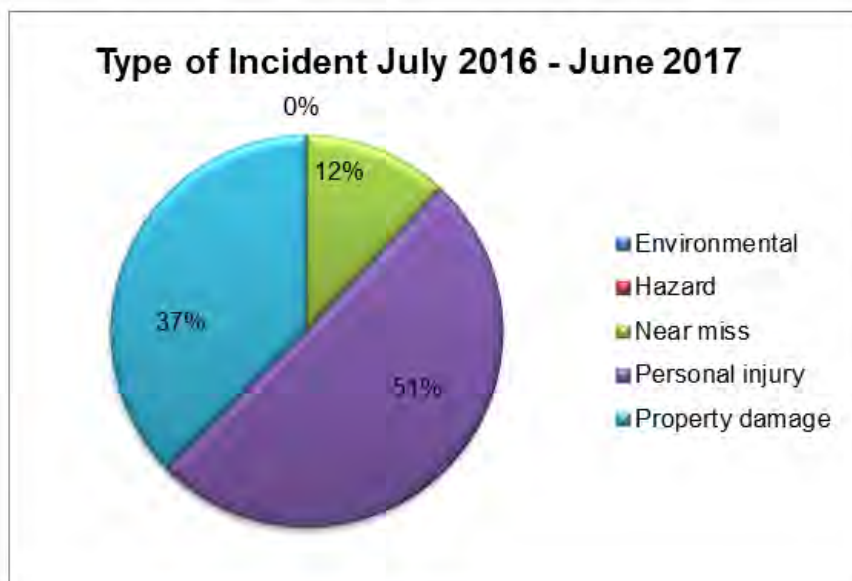
**THAT the monthly Development and Environmental Services report for May 2017 be received.**

**(Moved Cr Dick, seconded Cr Young)**

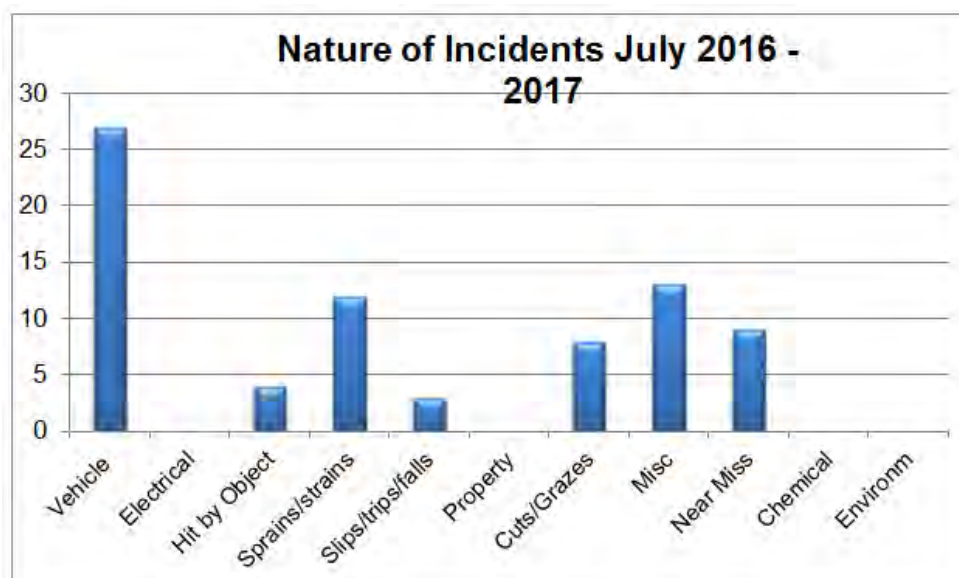




Council's Incident/Accident report form defines the injury/accident into five categories:



The nature of incidents reported has been broken down into 11 categories:



During the 2016/17 year there were 78 reported accidents/incidents which is a significant reduction from the 2015/16 year where there were 123 reported accident/incidents.

Of the 28 property damage incidents over the last year nearly all were vehicle or plant related. Only three kangaroo strikes were reported, 10 broken windows in plant and two cases of theft of equipment. All Council plant is insured with a \$500 excess.

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Chairman .....

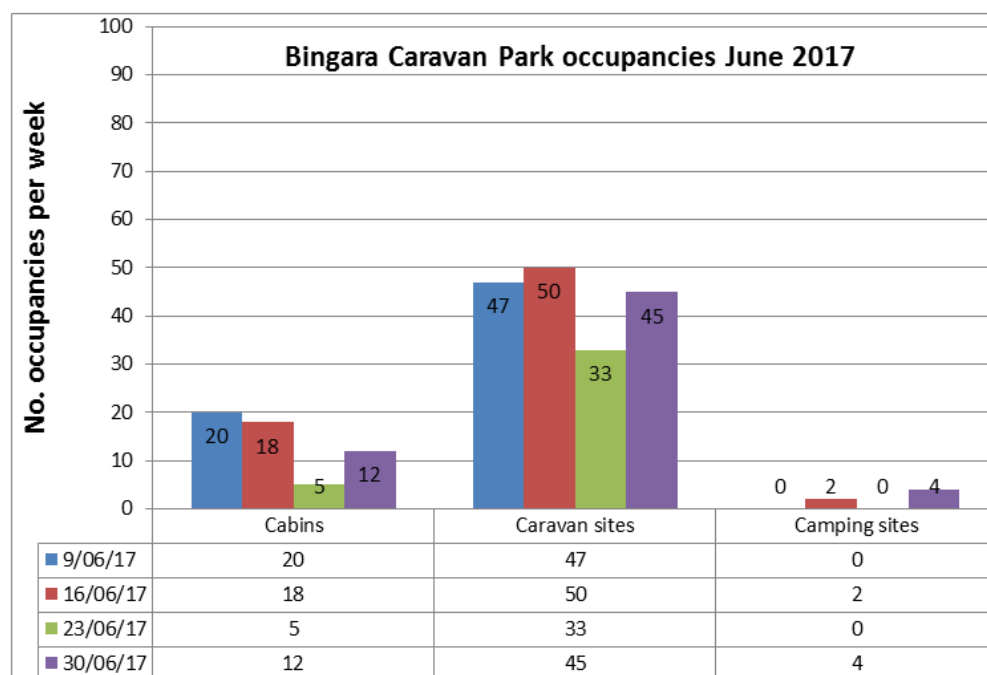
There were 40 personal injuries reported over the last year which is a significant amount. Council staff will be undertaking consultation and review of safe work method statements over the next 12 months to ensure that potential hazards are identified and safety control measures are in place to try to reduce the number of personal injuries.

## **CARAVAN PARKS**

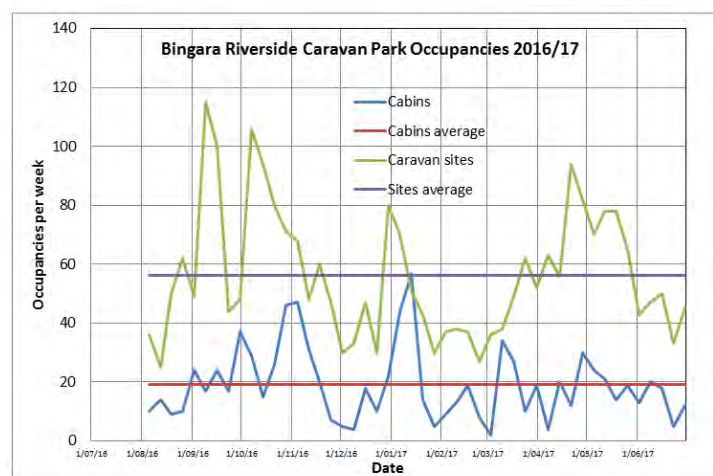
### **Bingara Riverside Caravan Park**

The Riverside Caravan Park continues to be maintained by Council staff with the following occupancies for the 2016/17 financial year to date.

Occupancies are below average which is typical of the winter months in previous years.



Occupancies for the financial year to date are as below:



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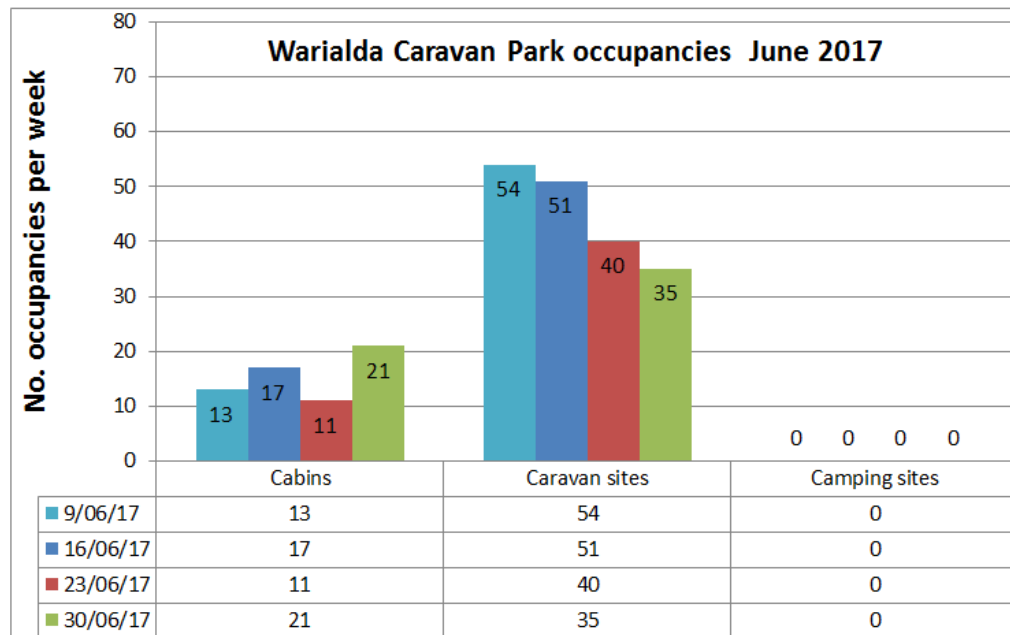
Chairman .....



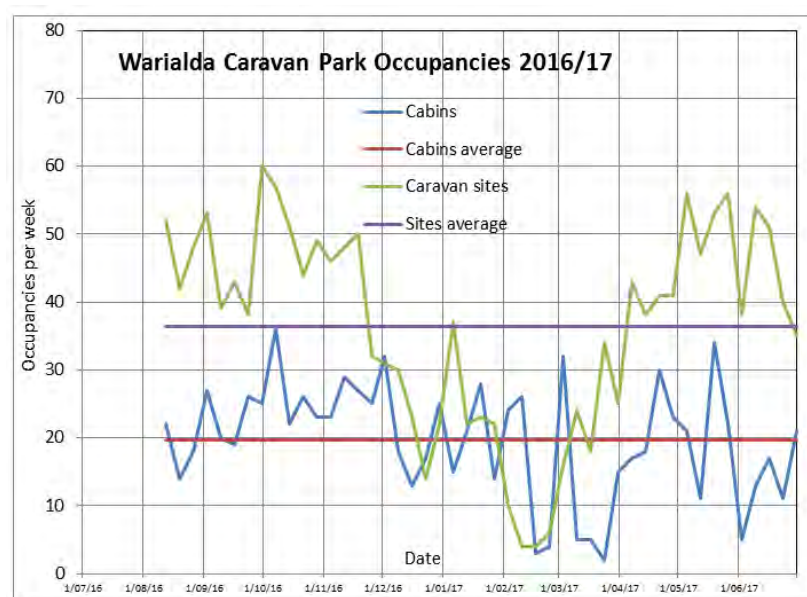
Over the last year Bingara Riverside Caravan Park averaged 19 cabin hires per week which is a 21% occupancy rate, and 56 powered sites per week which is a 23% occupancy rate.

### Warialda Caravan Park

The Caravan Park continues to be maintained by Council Parks and Gardens staff with the following occupancies for the 2016/17 financial year to date. Occupancies for cabins have been steady and caravan sites above average which is unusual for this time of year.



Occupancies for the financial year to date are as below:



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Over the last year Warialda Caravan Park averaged 20 cabin hires per week which is a 36% occupancy rate, and 36 powered sites per week which is a 21% occupancy rate.

#### Comments

Since Council's caretaker for Warialda Caravan Park was forced to take extended sick leave in April 2015 and subsequently retired from Council, the park has been operated by Warialda Parks and Garden Staff with great success. In addition to their normal duties, the crew of three led by a Parks and Gardens Supervisor, now operates and maintains the caravan park with staff running an on-call roster to service the park part time seven days a week.

Council's permanent part time caretakers at the Bingara Riverside Caravan Park have operated and maintained the Riverside Caravan Park on a seven day roster for many years and provide a similar high standard of service to guests in Bingara.

Improvements over the last 12 months in the caravan parks to ensure lowering of overheads have included centralised purchasing of consumables and the contracting out of cabin laundry services in Warialda. The introduction of a mobile EFTPOS system for the Warialda caretakers has improved the level of service for guests and greatly reduced the amount of cash required to be handled for payments outside business hours.

There are several strategies planned to be implemented in the next 12 months with the aim of improving occupancy rates. These include a reduction in nightly and weekly rates for cabins, introduction of a meal voucher system to reward multiple night's stays, improvements in directional and advertising signage, more detailed websites and the introduction of an on-line booking system. A major revision of the park rules has also been undertaken to comply with current standards and provide clear direction for guests.

### **THE ROXY COMPLEX - June 2017**

#### **Theatre Usage**

- Saturday 3 June – 39 Steps – 120
- Sunday the 4 June – 39 Steps – 145
- Friday 23 June – Vision 2020/Disruption – 52 People
- Thursday 15 and 22 Dance lessons – 15 people
- Friday 30 June - Grease Movie Night – 110 people

#### **Roxy Café**

- Thursday 29 June – Willoughby Dinner – 50 people
- Friday 30 June – CWA Morning Tea – 50 people
- Friday 30 June – Fitness Centre Grease Night - 30

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### **Roxy Conference Room**

- Monday 5 and Wednesday 7 June – Catholic Schools – 30 people
- Thursday 8 June – Northern Slopes Landcare Meeting – 40 people
- Tuesday 13 June – Gwydir Health Alliance – 18 people

### **BINGARA ORANGE FESTIVAL**

The Special Events Committee has been working hard on this year's Orange festival. Lots of positive media has been received in the lead up to the festival. A full report on the festival will be in the July report.

### **FACEBOOK**

The Bingara Facebook received a lot of positive feedback in the lead up to the Orange festival. From 26 June to 4 July over 100 new 'Likes' and reached over 15,000 views for that week.

### **GWYDIR LEARNING REGION**

#### **GLR Automotive Trade Training Centre (ATTC)**

##### **Heavy Vehicle Training**

The GLR RTO has had to suspend HV training while the Trainer Assessor recovers from surgery. It is expected he will return to work mid to late July.

Roads and Maritime Services has approved the new Trainer /Assessor to be included in the Heavy Vehicle Competency Based Assessment system.

#### **TAFE - Automotive Vocational Preparation Certificate II**

Classes continue to be well attended having both morning and afternoon sessions available. All students attending these classes are also still attending High School.

### **The Living Classroom**

- The Bingara Central School 'Civics' student's work at The Living Classroom (TLC) has continued with the planting of native food and fibre plants in the 'Nourish – Bush Tucker Project area.
- Signs for the 'pods' within 'Nourish' have been ordered as part of the joint project with Northern Slopes Landcare Association, Bingara Central School and Bingara Preschool.
- An inspection of the Automotive Trade Training Centre at Warialda revealed that there is no sign at the entrance to that facility. This matter will be reviewed in July.
- The Bingara Central students have continued to plant out the kitchen garden beds at TLC. A good crop of radishes, Pak Choi, Bok Choi, carrots and snow peas is emerging.

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- The Work for the Dole crew continues to proceed with projects at TLC. They are currently working on the construction of the 'Berry Patch' on the northern side of the Nursery.
- Volunteers to work at TLC are welcomed. Currently helpers are attending on Mondays. They sign in as Volunteers at the site.
- Four 'super' days of Indigenous Crafts were conducted in June by Auntie Dolly Jerome from Tenterfield. Beginning with Preschoolers on Wednesday, the Primary children on Thursday, Secondary students on Friday and adults on Saturday, this program, coordinated by Council's Manager Social Services, gave great insight and skills into Aboriginal arts, crafts and culture.
- The flyover picture of TLC submitted in last month's report was featured in The Local newspaper in Bingara.
- A visit by members of the Kandos School of Cultural Adaptation has led to a relationship being considered between Kandos and Gwydir Shire. A grant application by Kandos for a shared program with Gwydir Shire and TLC has been submitted. The possibility of a shared biennial cultural event is being investigated.
- Arts North West conducted a creative development workshop at TLC in June.
- Northern Tablelands Land Services conducted a forum at TLC in June.
- A grasses identification field day was conducted at TLC by Dr Judi Earl. Thirty six species of grasses were identified at the three sample sites and 115 plant species in total.
- A visit by Doctors Guy Roth and Angela Pattison of the Sydney University Plant Breeding Research Centre in Narrabri has forged a valuable connection with TLC as well as the Bethel Flour Mill in Bingara. Their research includes an examination of native grasses for future commercial opportunities.
- The Willoughby Youth Exchange and the Management Meeting Dinner utilised TLC and bunkhouses in June.



*Dr Judi Earl with Rob Small. Gary Chorley and Lou Faint identifying native grasses and other plants at TLC.*

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*Bingara Primary Students enjoying Auntie Dolly Jerome presentation at TLC.*

## TOURISM

### Warialda Visitor Information Centre

April 2017	May 2017	June 2017
Opening hrs = 150	Opening hrs = 172.5	Opening hrs = 157.50
Volunteer hrs = 41	Volunteer hrs = 30.75	Volunteer hrs = 46

### Bingara Visitor Information Centre

April 2017	May 2017	June 2017
Opening hrs = 154.5	Opening hrs = 172.5	Opening hrs = 175.4
Volunteer hrs = 44	Volunteer hrs = 32	Volunteer hrs = 38.9

Income – Warialda VIC	\$ Apr	\$ May	\$ June
Caravan Park	6,810.00	8,142.00	3,530.00
Plants of Gwydir Shire / Cunningham's Track	35.00	80.00	85.00
NSW Trainlink sales	397.44	48.55	913.30
Centre hire	10.00	25.00	20.00
Merchandise sales	1,262.90	1672.10	1,724.35
Goods on Consignment sales	9.00	43.00	9.00
<b>Subtotal</b>	<b>8,944.34</b>	<b>10,010.65</b>	<b>6,281.65</b>
Less Caravan Park money banked	6,810.00	8,142.00	3,530.00
Less Payment to NSW Trainlink	397.44	48.55	913.30
<b>Total Monthly Income Warialda VIC</b>	<b>\$1,736.90</b>	<b>\$1,820.10</b>	<b>\$1,838.35</b>

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**Community Services and Planning Committee - 13 July 2017    Gwydir Shire Council**

<b>Income – Bingara VIC</b>	<b>\$ Apr</b>	<b>\$ May</b>	<b>\$ June</b>
Products on consignment	6.00	0.00	15.00
Merchandise	842.80	936.00	715.00
<b>Subtotal</b>	<b>848.80</b>	<b>936.00</b>	<b>730.00</b>
Less payments to consignees	4.01	0	10.00
<b>Total Merchandise sales</b>	<b>\$844.79</b>	<b>\$936.00</b>	<b>720.00</b>
<b>Roxy tour income</b>	<b>\$431.00</b>	<b>\$325.00</b>	<b>\$95.00</b>

<b>Visitors at Bingara VIC</b>	<b>556</b>	<b>701</b>	<b>431</b>
--------------------------------	------------	------------	------------

The drop in visitor numbers to the Information Centres for June is consistent with previous seasonal patterns for the cooler months.

<b>Visitors at Warialda VIC</b>	<b>Apr</b>	<b>May</b>	<b>June</b>
Visitors	484	625	497
RMS clients	230	310	345
Cafe	371	442	486
<b>Total Warialda VIC</b>	<b>1,085</b>	<b>1,377</b>	<b>1,328</b>

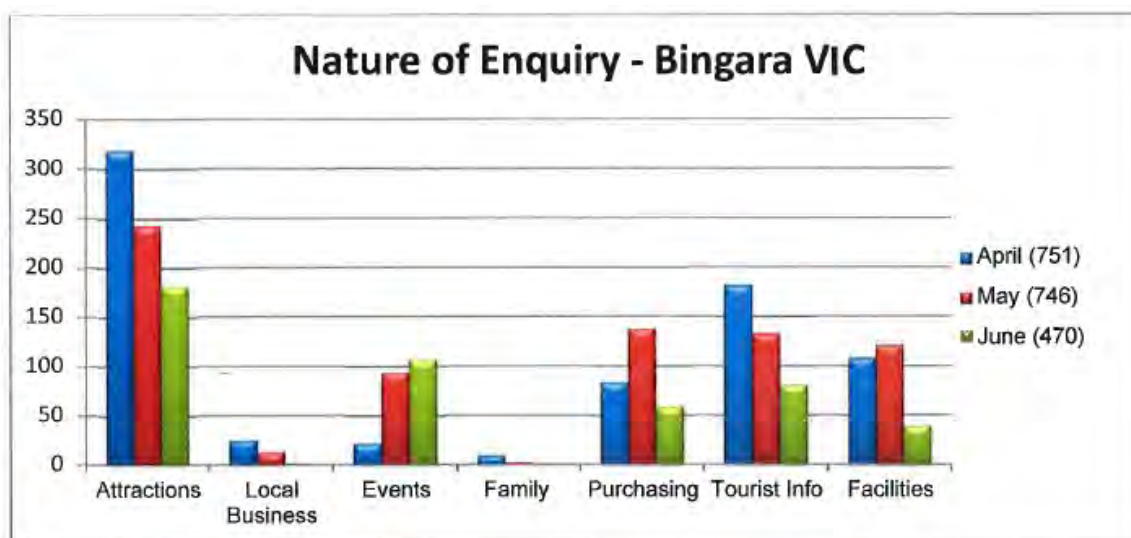
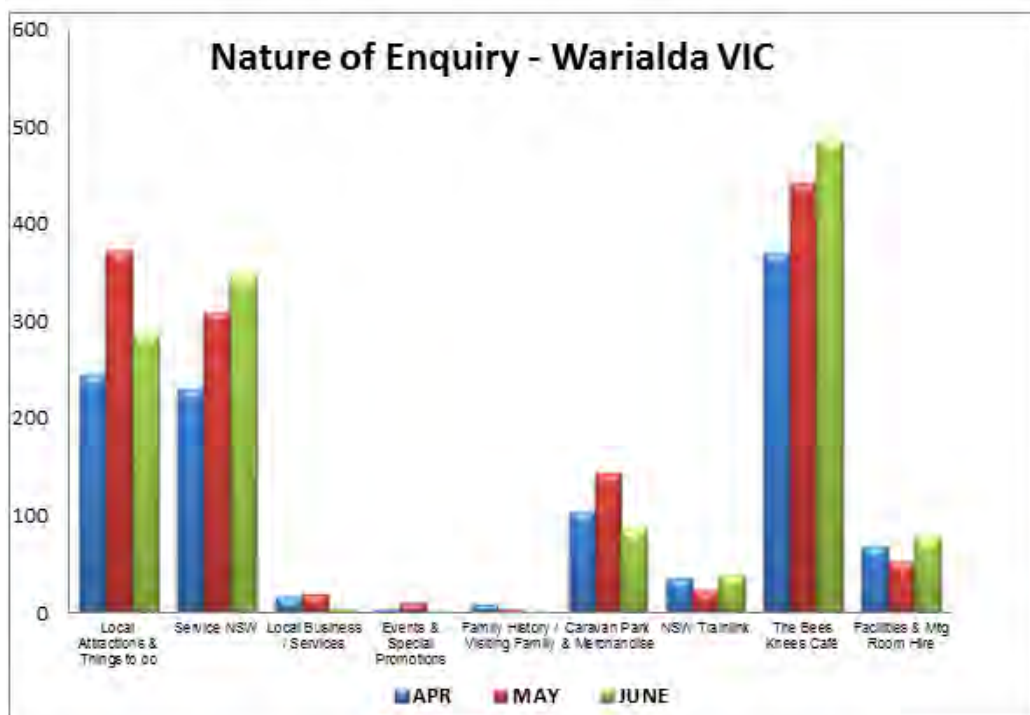
<b>Cranky Rock Sites</b>	<b>Apr</b>	<b>May</b>	<b>June</b>
Powered sites	58	68	51
Unpowered sites	44	24	19
Camping sites	0	0	0
<b>Total</b>	<b>102</b>	<b>92</b>	<b>70</b>

<b>Facebook Stats Warialda</b>	<b>Apr</b>	<b>May</b>	<b>June</b>
New Likes	n/r	19	6
Overall Reach	n/r	4,188	9,257
Post Engagement	n/r	4,619	226

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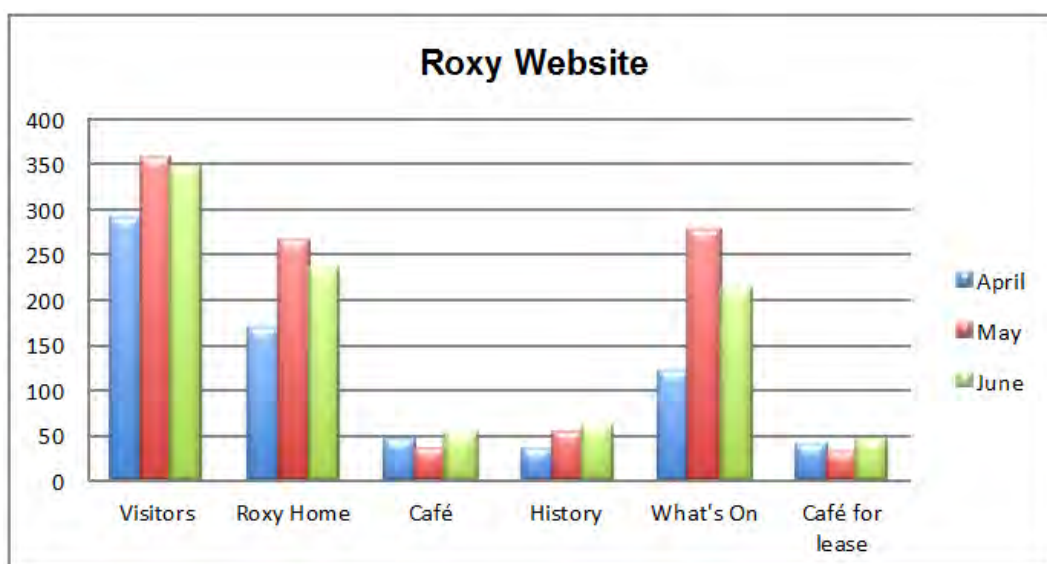
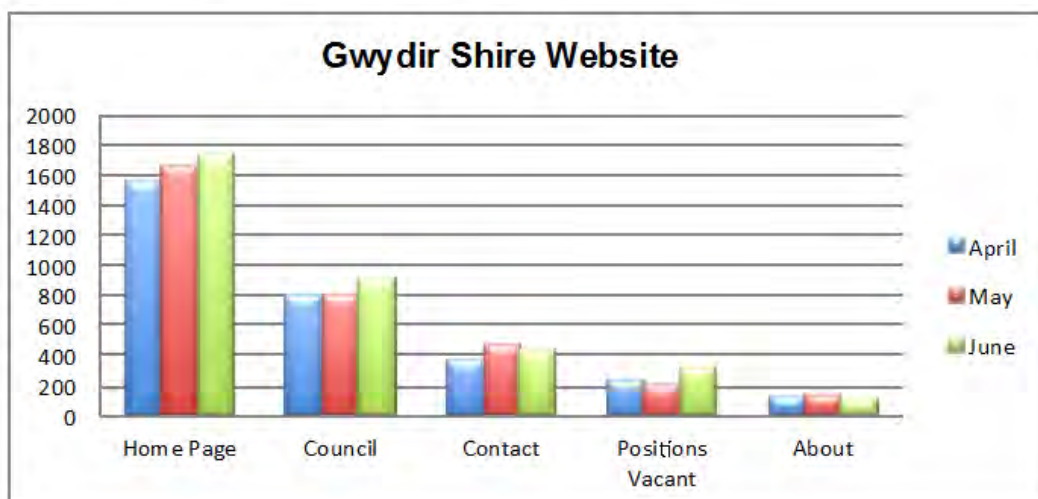
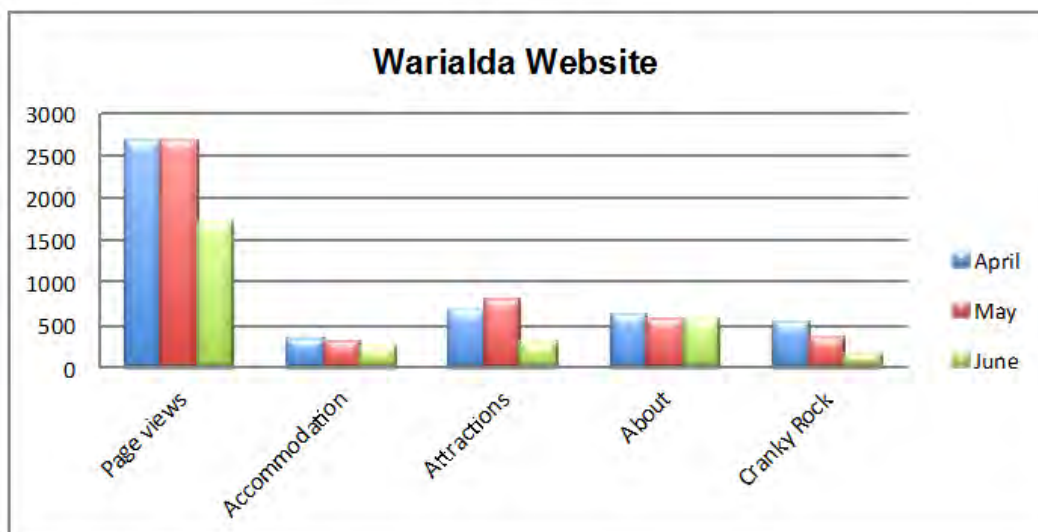




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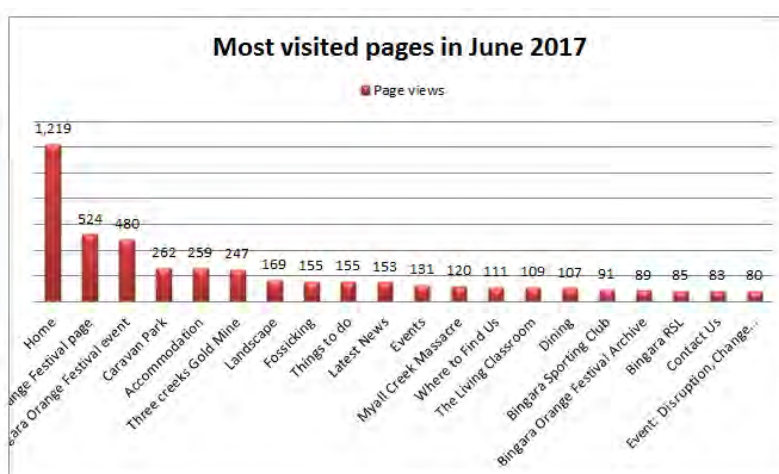
Chairman .....



**WEBSITES**

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## COMMUNITY HOME SUPPORT PROGRAM (CHSP)

### BINGARA CHSP

Regular clients' morning teas remain popular and well supported.

One CHSP staff member has commenced maternity leave.

Twelve clients enjoyed lunch at the Sportsmans hotel in Bingara during June.

Touriandi residents enjoyed a performance by The Cornish's Old Time Dance Group.

### DELUNGRA CHSP

Delungra clients attended a Driver's information morning put on by NRMA at the Bingara Community College, followed by lunch at the Sporting Club.

### WARIALDA CHSP

Clients attended the Inverell RSM Club for a performance by the Howie Brothers in June.

Gwydir Library Services Coordinator visited to provide information to clients.

Rural Outreach and Support Service provided a community luncheon on 29 June which was well attended.

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The Warialda Golf and Bowling Club's bus was used during the month while the CHSP bus is in for repairs.

**GSC CHSP MONTHLY REPORT FOR BINGARA, DELUNGRA, WARIALDA**

<b>JUNE 2017</b>	BINGARA	DELUNGRA	WARIALDA
DAY CENTRE			
Total active clients	200	24	108
Clients receiving service	56	13	51
Meals	24	25	136
Hours Clients Receive in Centre	415.50	116	519
SOCIAL SUPPORT			
No of Clients	66	16	52
Individual Hrs	295.50	7	30.30
Group Hrs	120.00	109	489.50
Total Hours Received	415.50	116	519.80
FOOD SERVICE (Meals on Wheels)			
Clients	13	0	8
Meals	145	0	82
TRANSPORT			
Number of Clients	30	8	22
Number of Trips	105	34	92
TRANSPORT - YOUTH			
Number of Clients			
Number of Trips			
ACCESS BUS - INVERELL			
Number of Clients	8	1	11
Number of Trips (per month)	2	6	6
VOLUNTEERS			
No. of Volunteers	40	5	58
Hours	198	8	46
ACCOMMODATION UNITS FOR AGED			
Occupancy	6/6	0/0	13/12

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## **NAROO AGED CARE FACILITY**

### **Current Occupancy**

Currently Naroo has 35 residents with three of these being respite, and two of these considering permanent residency. Another respite resident is booked in for July giving Naroo a permanent occupancy.

### **CONCLUSION**

The activities carried out by the Organisation and Community Development Department are in line with the 2016/2017 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 2016/2017 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 2016/2017 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 2016/2017 Operational Plan.

### **OFFICER RECOMMENDATION**

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

### **ATTACHMENTS**

There are no attachments for this report.

### **COMMITTEE RECOMMENDATION TO COUNCIL:**

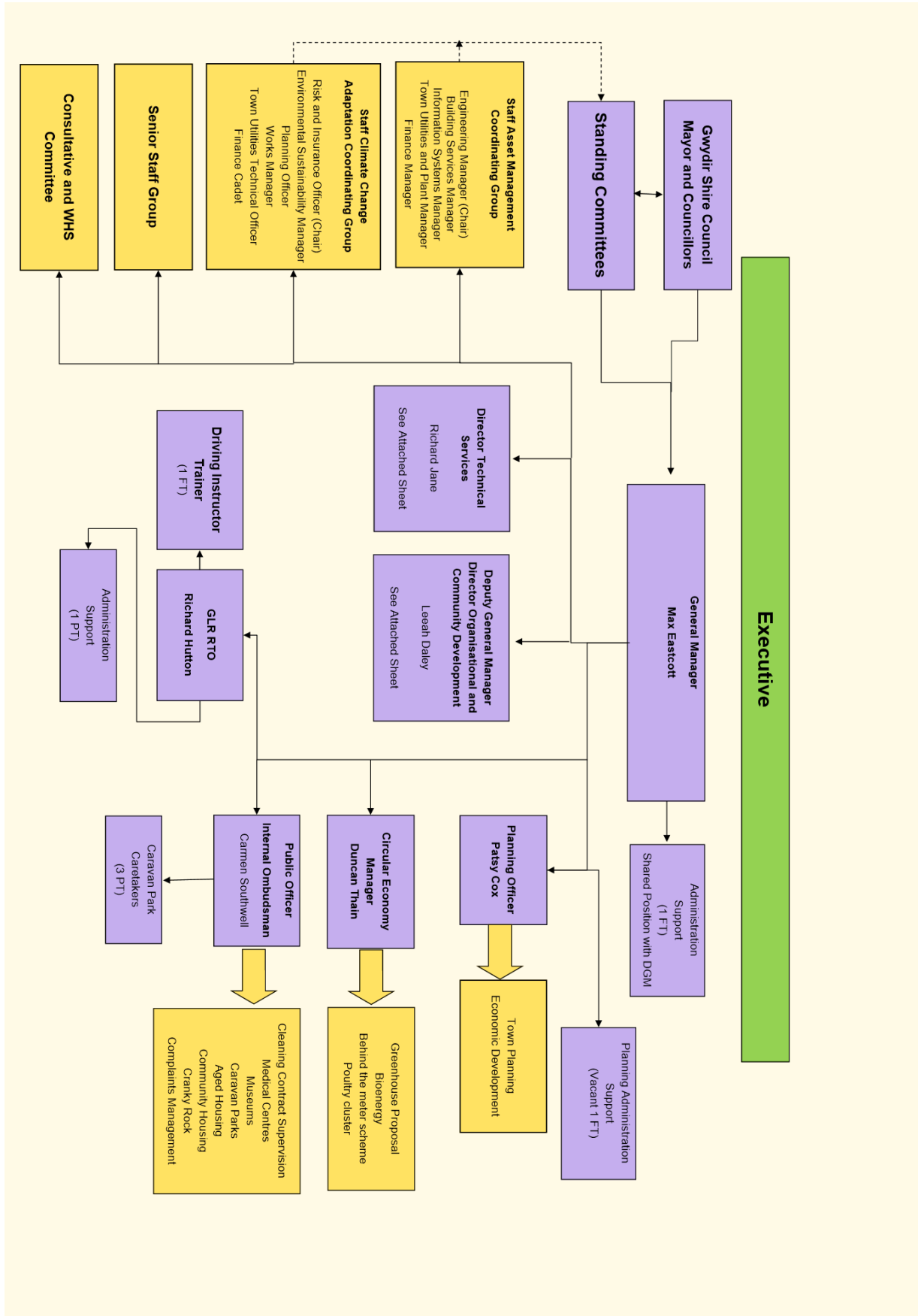
**THAT the monthly Organisation and Community Development report for June 2017 be received.**

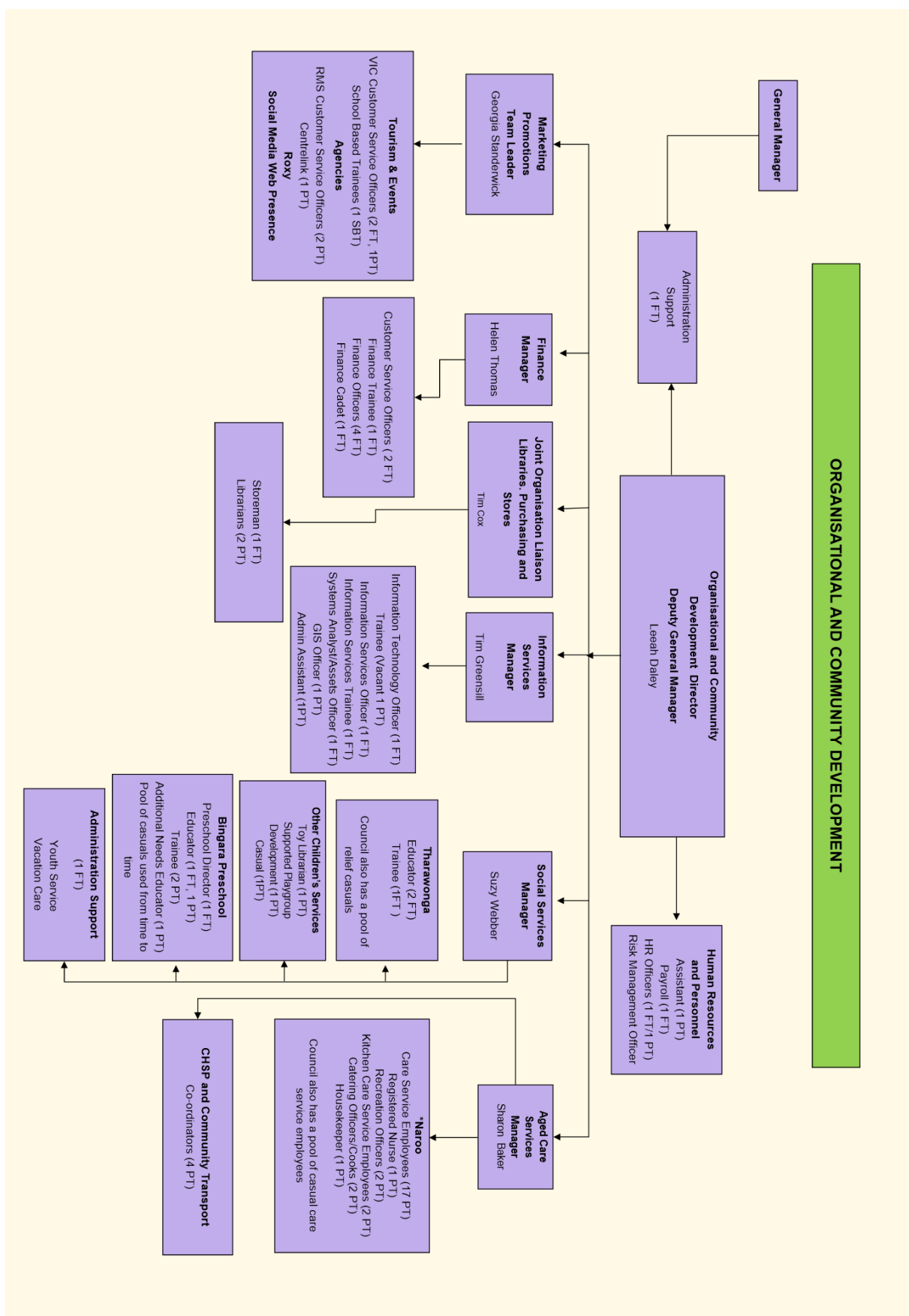
**(Moved Cr Young, seconded Cr Dick)**

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Chairman .....

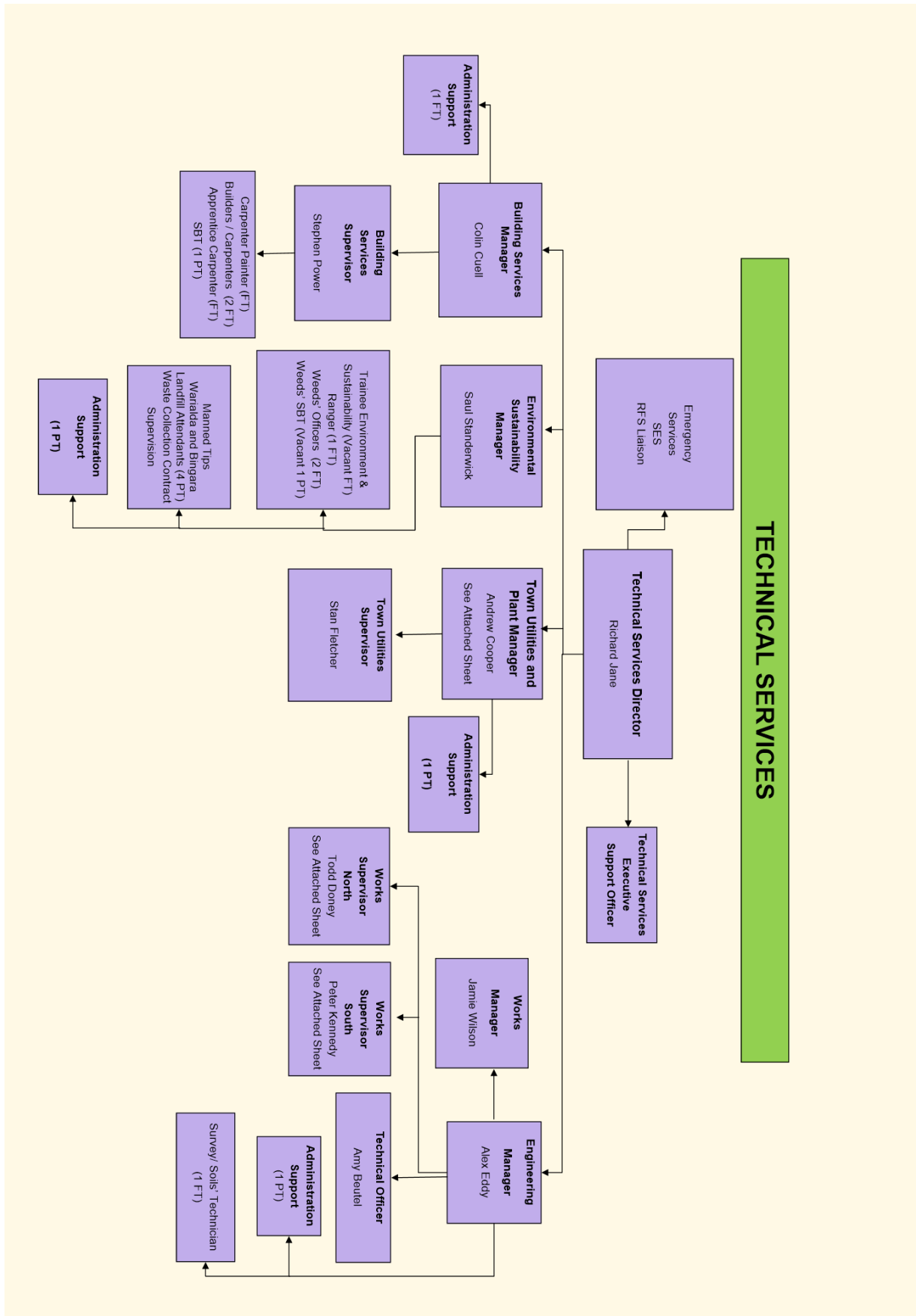
Chairman .....



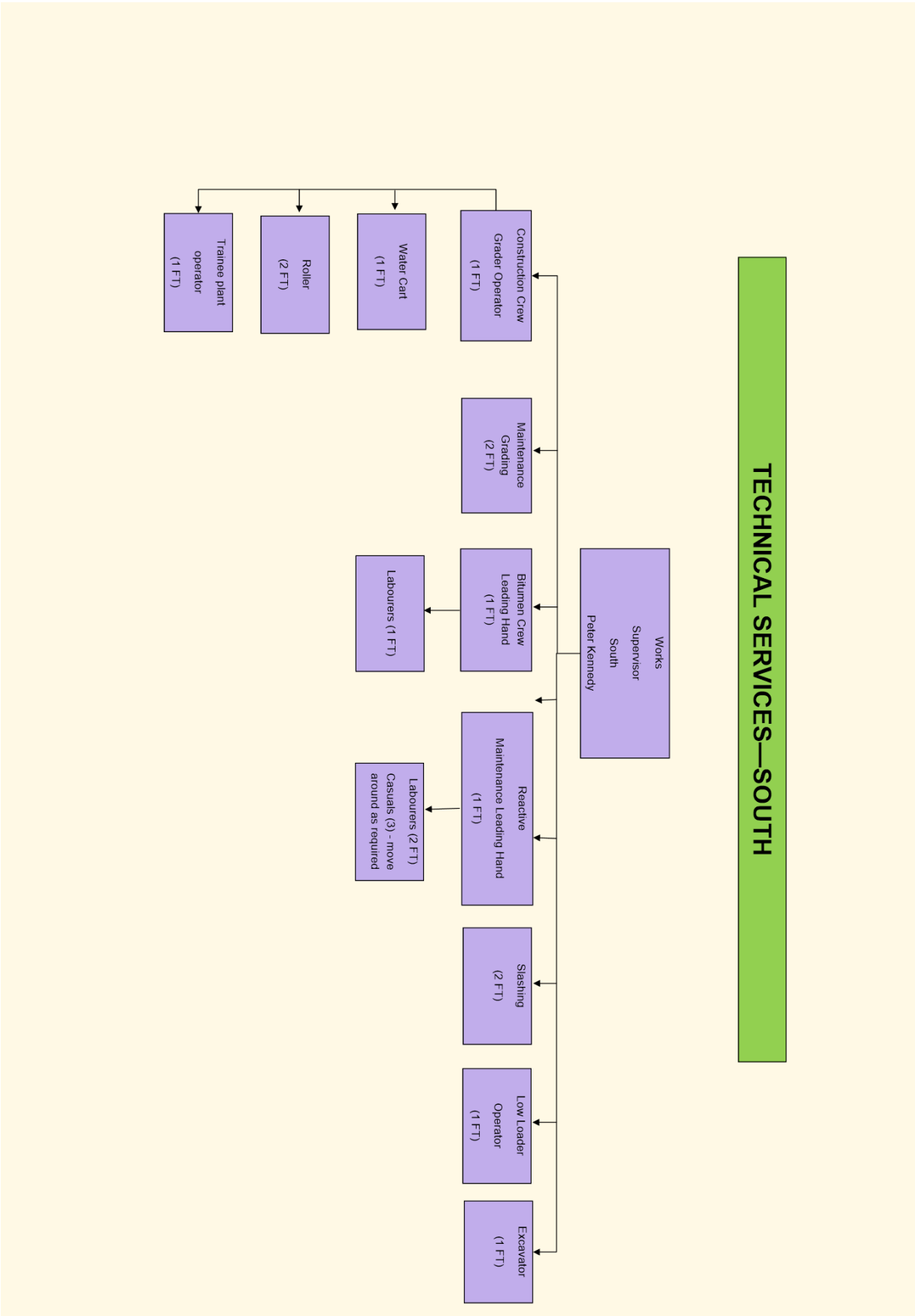


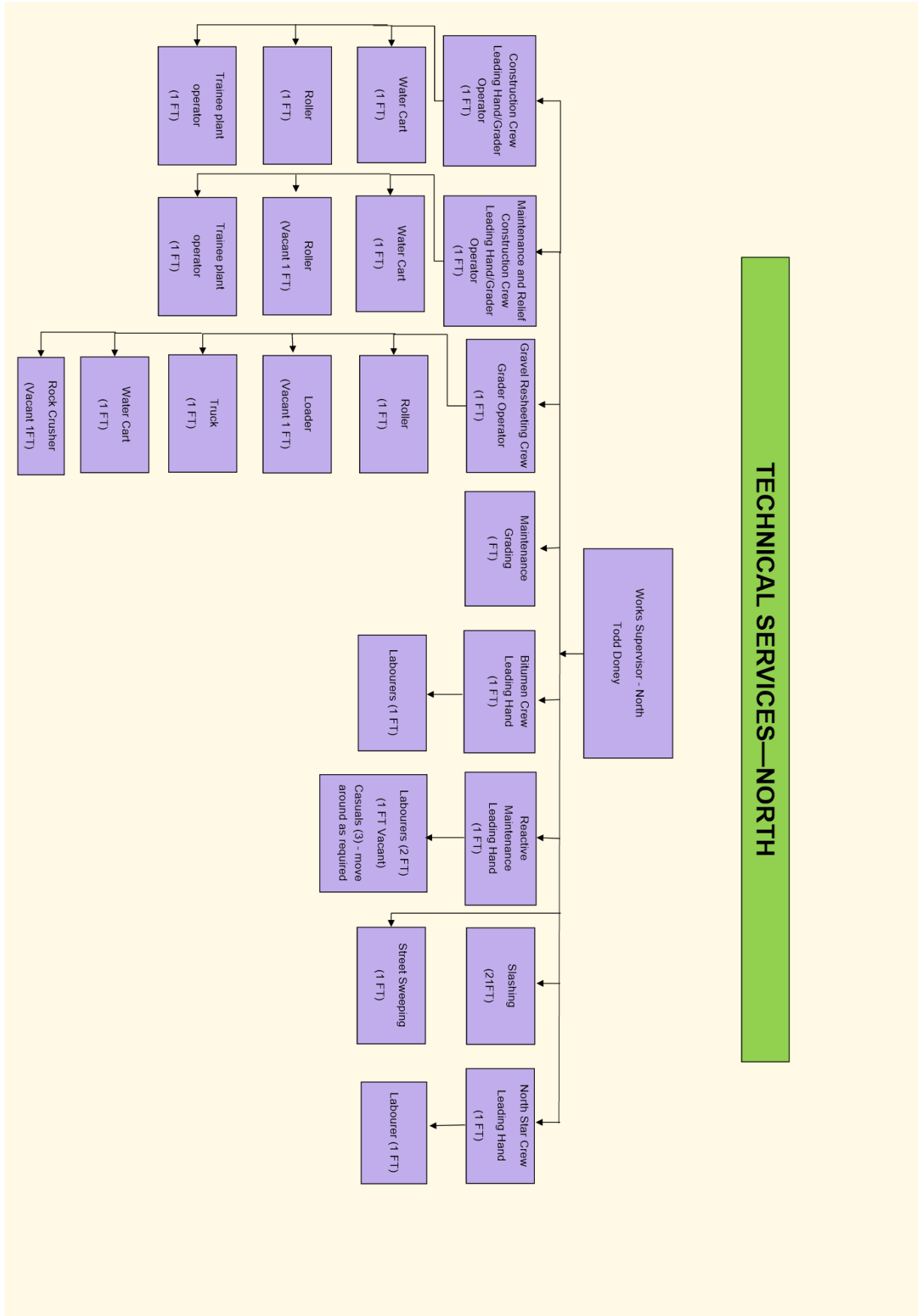
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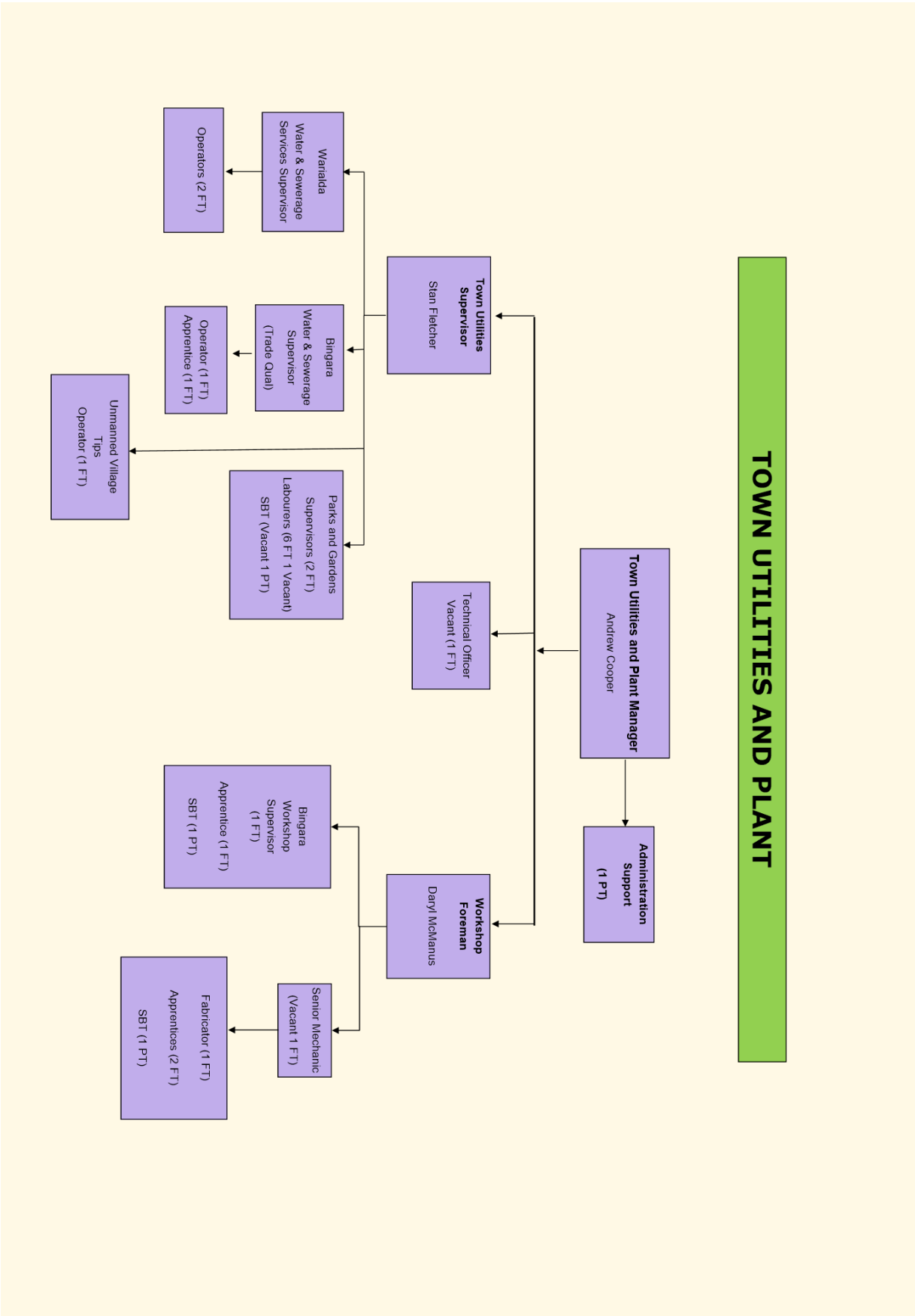
Chairman .....











## Divisions with Business Unit Allocations

### Executive

#### Administration

**Max Eastcott**

**General Manager**

Business and Economic Development

Elected Members

Executive Services

Gwydir Learning Region

Light Fleet Management

Planning

Property

The Living Classroom

Trade Training Centres

#### Public Officer

**Carmen Southwell**

**Public Officer/Internal Ombudsman**

Caravan Parks

Community Centres

Cranky Rock

Medical Centres

Museums

Public Halls

### Technical Services

#### Administration

**Richard Jane**

**Technical Services Director**

LEMC

Other EMS

Other engineering services

Rural Fire Service

State Emergency Services

Technical Services Administration

#### Building Services

**Colin Cuell**

**Building Services Manager**

Administration Buildings

Building Control

Building Services Administration

Other Buildings

Engineering Works		
Alex Eddy	Engineering Manager	
Aerodrome		
Car Parks		
Local Roads		
Private Works		
Regional Roads		
Jamie Wilson	Works Manager	
Quarry Operations		
State Roads (RMS WORKS)		
Environmental Services		
Saul Standerwick	Environmental Sustainability Manager	
Cemeteries		
Environment		
Noxious Weeds		
Pools		
Public Health Administration		
Regulatory Services		
Staffed (Bingara and Warialda) Waste Recovery Facilities		
Waste Management		
Town Utilities and Heavy Plant		
Andrew Cooper	Town Utilities and Heavy Plant Manager	
Heavy Plant & Workshop		
Parks and Gardens		
Sewerage Services		
Showground Facilities		
Sportsgrounds		
Town Streets		
Village Unstaffed Waster Recovery Facilities		
Water Supply Services		

## **Organisational and Community**

Administration	
Leeah Daley	Deputy General Manager
Human Resources	
Integrated Planning and Reporting	
Organisational Development Administration	
Training	
Aged Care Services	

<b>Sharon Baker</b>	<b>Aged Care Services Manager</b>
Community Home Support Program	
Community Housing	
Naroo Aged Care	
<b>Finance</b>	
<b>Helen Thomas</b>	<b>Finance Manager</b>
Control accounts	
Financial Administration	
General Revenues	
<b>Information Services</b>	
<b>Tim Greensill</b>	<b>Information Services Manager</b>
Asset Management Admin	
GIS	
Information Services	
<b>Marketing and Promotion</b>	
<b>Georgia Standerwick</b>	<b>Marketing Promotions Team Leader</b>
Contracted Services (RMS)	
Roxy	
Tourism and Events	
<b>Purchasing JO Liaison</b>	
<b>Tim Cox</b>	<b>JO Liaison/Library/Stores/Purchasing</b>
Community Fitness	
Contracted Services (Centrelink)	
Depot Operations	
Libraries	
Purchasing and procurement	
<b>Risk Management and Insurance</b>	
<b>Carl Tooley</b>	<b>Risk and Insurances Officer</b>
Risk	
Workers Comp	
<b>Social Services</b>	
<b>Suzanne Webber</b>	<b>Social Services Manager</b>
Children Services	
Family Services	
Social Services	
Youth Services	

Item 5 Regional Support Officer (Biodiversity Reforms)

FILE REFERENCE

DELIVERY PROGRAM

GOAL: 4. Proactive Regional and Local Leadership

OUTCOME: 4.1 WE ARE AN ENGAGED & CONNECTED COMMUNITY

STRATEGY: 4.2.1 Build strong relationships and shared responsibilities - GM - external

AUTHOR General Manager

DATE 11 July 2017

STAFF DISCLOSURE OF INTEREST Nil

IN BRIEF/ SUMMARY RECOMMENDATION

This report recommends that Gwydir Shire Council hosts, without cost to Council, the position of Regional Support Officer (Biodiversity Reforms) for a contracted period of 18 months.

TABLED ITEMS Nil

BACKGROUND

The Namoi Joint Organisation has been approached (see attached letter dated 6<sup>th</sup> July 2017) to host a Regional Support Officer. This position is fully funded for the life of the project, a period of 1.5 years.

The draft documents relating to the position are also attached to this report.

Gwydir Shire Council indicated an interest to host this position and Gwydir's interest has now been endorsed by the recent Namoi JO Board Meeting:

**7.1 Biodiversity Reforms – Local Government Capacity Building Project**

***Motion Moved Tamworth Regional Council Seconded Gunnedah Shire Council***

*THAT, Gwydir Shire Council's offer to partner with OEH on this initiative is endorsed by the JO.*

*THAT, Gwydir Shire Council recognise that this project is an 18 month commitment to the employee.*

*THAT, the JO has no financial commitment to support the project.*

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OFFICER RECOMMENDATION

THAT the General Manager is authorised to negotiate the hosting of the Regional Support Officer (Biodiversity Reforms) on the understanding that it is a fully funded position for a period of 18 months.

ATTACHMENTS

- AT- Letter of offer
- AT- Role and responsibilities of position
- AT- Funding agreement draft

COMMITTEE RECOMMENDATION TO COUNCIL:

**THAT the General Manager is authorised to negotiate the hosting of the Regional Support Officer (Biodiversity Reforms) on the understanding that it is a fully funded position for a period of 18 months.**

**(Moved Cr Young, seconded Cr D Coulton)**





Office of  
Environment  
& Heritage

DOC17/359454

Clr Andrew Hope  
Chair  
Namoi Councils Joint Organisation  
PO Box 555 Tamworth NSW 2340

**Attention:**  
Ms Rebel Thomson  
Executive Officer  
Namoi Councils Joint Organisation

Dear Clr Hope,

**Supporting Local Government to implement biodiversity reforms**


Thank you for your interest in partnering with OEH to employ a Regional Support Officer (Biodiversity Reforms). As you are aware the NSW Government is providing financial assistance for the establishment of these positions as part of a capacity building program being jointly developed and delivered by OEH and the Office of Local Government. The officers will support Councils in your region as they embark on implementing the NSW Government's biodiversity reforms.

The total funding amount is \$217,500 to be provided between July 2017 and December 2018. Funding is inclusive of a salary allocation of \$110,000/year for 1.5 years, on costs and a travel allowance. Attached are drafts of a role description for the position and a funding agreement. Together these documents outline the commitment that OEH is seeking from the host organisation.

OEH looks forward to receiving confirmation that a Regional Support Officer will be hosted by a member of the Namoi Councils Joint Organisation.

Should you or a member Council wish to discuss the hosting arrangements in more detail, OEH would be available to meet. Please contact Kelly Carbery on 02 9995 6726 or [Kelly.Carbery@environment.nsw.gov.au](mailto:Kelly.Carbery@environment.nsw.gov.au) or Peter Christie on 02 6883 5317 or [Peter.Christie@environment.nsw.gov.au](mailto:Peter.Christie@environment.nsw.gov.au) for further information or to arrange a meeting.

Yours sincerely

  
LUCIAN MCELWAIN  
A/Director, Ecosystem Assessment & Planning

PO Box A290 Sydney South NSW 1232  
59-61 Goulburn St Sydney NSW 2000  
Tel: (02) 9995 5000 Fax: (02) 9995 5999  
TTY (02) 9211 4723  
ABN 30 841 387 271

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Cluster	
Agency	
Division/Branch/Unit	
Location	Various
Salary	\$110,000 + super
Duration	Temporary - July 2017 – December 2018
ANZSCO Code	
PCAT Code	
Date of Approval	
Agency Website	<a href="http://www.environment.nsw.gov.au">www.environment.nsw.gov.au</a>

### Project overview

In response to feedback from NSW councils, the Office of Environment and Heritage (OEH) has committed to develop and deliver a capacity building project to support local governments in implementing biodiversity reforms. The program will be designed and delivered in partnership with the Office of Local Government (OLG) and in consultation with Local Government NSW (LGNSW).

A key component of the project is establishing a network of regionally based support officers to assist Councils to transition to carrying out their responsibilities under the *Biodiversity Conservation Act 2017*. Eight positions are proposed and the model for delivery has been developed to balance needs and access across NSW.

### Primary purpose of the role

Provide support to, and build capacity of, local governments in the service area as they transition to operating under the *Biodiversity Conservation Act 2017*.

### Key accountabilities

- Build relationships with councils in the region to promote awareness of the various components of the *Biodiversity Conservation Act*.
- Provide 'help desk' support to all councils within each a region and referrals to experts within OEH and other NSW Government agencies as appropriate.
- Evaluate council readiness for transition to the *Biodiversity Conservation Act* and develop strategies for support in consultation with OLG and OEH.
- Deliver information, advice, technical support, guidance and awareness sessions to council staff and Councillors in partnership with OEH, to build self-sufficiency in implementing council roles under the *Biodiversity Conservation Act 2017* and understanding of the Biodiversity Assessment Method.
- Identify emerging needs for operational policy, guidelines and technical support and contribute to development of strategies for responding to and meeting these customer needs.

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- Participate in and contribute to the network of regional support officers and OEH ROD planning teams to share information and knowledge and develop best practice.

### Key challenges

- Creating and maintaining effective relationships with relevant councils, NSW Government agencies, OEH ROD planning teams, fellow regional support officers and ensuring alignment of capacity building activities.
- Comprehending and applying a new legislative framework.
- Prioritising support needs across a diversity of local government organisations with differing needs, capacity and infrastructure and that are geographically dispersed.

### Key relationships

Who	Why
Host	
Manager/supervisor	<ul style="list-style-type: none"> <li>• Receive guidance and support, provide advice and exchange information.</li> </ul>
Work team/other staff	<ul style="list-style-type: none"> <li>• Foster effective working relationships to facilitate opportunities for engagement, consultation, issue resolution and information sharing.</li> </ul>
Program coordination	
Office of Local Government	<ul style="list-style-type: none"> <li>• Consult and liaise to obtain feedback regarding priorities, strategies and directions.</li> <li>• Report on progress and effectiveness of capacity building initiatives.</li> </ul>
Office of Environment and Heritage	<ul style="list-style-type: none"> <li>• Partner in extending advice to, and developing awareness within, councils.</li> <li>• Consult and liaise to obtain feedback regarding policy issues, technical advice and directions.</li> <li>• Communicate emerging needs for technical and policy support.</li> </ul>
Regional support officer network	<ul style="list-style-type: none"> <li>• Foster effective working relationships to facilitate opportunities for engagement, consultation, issue resolution and information sharing.</li> </ul>
Local Government	
Council staff	<ul style="list-style-type: none"> <li>• Establish and maintain relationships to promote and encourage participation in capacity building activities and biodiversity conservation opportunities.</li> <li>• Provide support to transition knowledge, systems, processes and data to operation under the <i>Biodiversity Conservation Act 2017</i>.</li> <li>• Address queries and/or redirect to relevant party for review and resolution.</li> </ul>

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Who	Why
Councillors	<ul style="list-style-type: none"> <li>Raise awareness of roles and responsibilities under the <i>Biodiversity Conservation Act 2017</i>.</li> </ul>

## Essential requirements

- Tertiary qualifications in a relevant discipline or equivalent experience.
- Current capacity to drive and a current motor vehicle driver's licence.
- Ability and willingness to travel.
- Demonstrated understanding of the role of local government with respect to the *Environmental Planning and Assessment Act 1979* and biodiversity conservation legislation and policy.
- Experience in biodiversity impact assessment.

## Desirable requirements

- Working knowledge of current OEH methods for biodiversity assessment, i.e. BioBanking Assessment Methodology, Biodiversity Certification Assessment Methodology, Framework for Biodiversity Assessment.
- Working knowledge of OEH data and systems, including identification of Plant Community Types.
- Understanding of the architecture of the NSW Government's land management reforms.

## Core Capabilities

Group and Capability	Level	Behavioural Indicators
Personal Attributes Manage Self	Adept	<ul style="list-style-type: none"> <li>Look for and take advantage of opportunities to learn new skills and develop strengths</li> <li>Show commitment to achieving challenging goals</li> <li>Examine and reflect on own performance</li> <li>Seek and respond positively to constructive feedback and guidance</li> <li>Demonstrate a high level of personal motivation</li> </ul>
Relationships Communicate Effectively	Advanced	<ul style="list-style-type: none"> <li>Present with credibility, engage varied audiences and test levels of understanding</li> <li>Translate technical and complex information concisely for diverse audiences</li> <li>Create opportunities for others to contribute to discussion and debate</li> <li>Actively listen and encourage others to contribute inputs</li> <li>Adjust style and approach to optimise outcomes</li> <li>Write fluently and persuasively in a range of styles and formats</li> </ul>

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Group and Capability	Level	Behavioural Indicators
Relationships Commit to Customer service	Adept	<ul style="list-style-type: none"> <li>• Take responsibility for delivering high quality customer-focused services</li> <li>• Understand customer perspectives and ensure responsiveness to their needs</li> <li>• Identify customer service needs and implement solutions</li> <li>• Find opportunities to co-operate with internal and external parties to improve outcomes for customers</li> <li>• Maintain relationships with key customers in area of expertise</li> <li>• Connect and collaborate with relevant stakeholders within the community</li> </ul>
Relationships Work Collaboratively	Adept	<ul style="list-style-type: none"> <li>• Encourage a culture of recognising the value of collaboration</li> <li>• Build co-operation and overcome barriers to information sharing and communication across teams/units</li> <li>• Share lessons learned across teams/units</li> <li>• Identify opportunities to work collaboratively with other teams/units to solve issues and develop better processes and approaches to work</li> </ul>
Results Plan and Prioritise	Adept	<ul style="list-style-type: none"> <li>• Take into account future aims and goals of the team/unit and organisation when prioritising own and others' work</li> <li>• Initiate, prioritise, consult on and develop team/unit goals, strategies and plans</li> <li>• Anticipate and assess the impact of changes, such as government policy/economic conditions, on team/unit objectives and initiate appropriate responses</li> <li>• Ensure current work plans and activities support and are consistent with organisational change initiatives</li> <li>• Evaluate achievements and adjust future plans accordingly</li> </ul>
Results Think and Solve Problems	Adept	<ul style="list-style-type: none"> <li>• Research and analyse information, identify interrelationships and make recommendations based on relevant experience</li> <li>• Anticipate, identify and address issues and potential problems and select the most effective solutions from a range of options</li> <li>• Participate in and contribute to team/unit initiatives to resolve common issues or barriers to effectiveness</li> </ul>

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Group and Capability	Level	Behavioural Indicators
		<ul style="list-style-type: none"><li>Identify and share business process improvements to enhance effectiveness</li></ul>

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**DRAFT Agreement for the hosting of a Regional Support Officer (Biodiversity Conservation Reforms) under the Local Government Capacity Building Program, funded by the Office of Environment and Heritage**

**AGREEMENT** made on the XX<sup>th</sup> day of June 2017.

**PARTIES** NSW Office of Environment and Heritage of 59-61 Goulburn Street, Sydney in the State of New South Wales (OEH)

**AND** [Insert Council name here].

**INTRODUCTION**

The Office of Environment and Heritage (OEH) is a statutory body that works to value, protect and promote enjoyment of the natural environment. Within OEH, the Regional Operations Division has a key role in the implementation of the NSW Government's biodiversity conservation reforms commencing in 2017. This includes supporting local government in NSW to adapt to their role under the *Biodiversity Conservation Act 2016*. Funding has been received to develop a capacity building program for this purpose. OEH will deliver this program in partnership with the Office of Local Government. The strategy for supporting local councils includes the employment of a network of regionally based support officers (Regional Support Officers (Biodiversity Conservation Reforms)).

[Insert details on Council/ROC and their relationship to the Service Area].

OEH and [insert Council] agree to collaborate in providing support to local councils in implementing the NSW Government biodiversity conservation reforms as part of the Local Government Capacity Building Program ("the LGCB Program"). [insert Council] will employ a Regional Support Officer (Biodiversity Conservation Reform) to assist Councils to transition to carrying out their responsibilities under the *Biodiversity Conservation Act 2017*. Regional support officers will provide support to, and build capacity of, local governments within a dedicated service area in accordance with this Agreement.

**TERMS AND CONDITIONS**

**The Agreement**

The parties agree to collaborate in providing support to local councils in implementing the NSW Government biodiversity conservation reforms through the employment of a Regional Support Officer in accordance with (in order of precedence):

- Terms and conditions of this Agreement (the Agreement).
- Schedule A - Service Area.
- Schedule B - Payment Schedule.

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## Relationship

- 2.1 Nothing in this Agreement shall be construed as creating a relationship of lessor and lessee, principal and agent, employer and employee, partners or joint venturers between the parties.

## Roles and responsibilities of the Parties

### 3.1 [Insert Council] will:

- a) Employ a Regional Support Officer (Biodiversity Conservation Reforms) to provide support to, and build capacity of, local councils within a dedicated Service Area as described in Schedule A (and outside of the Service Area from time to time)
- b) Ensure the position of Regional Support Officer (Biodiversity Conservation Reforms) is used exclusively to provide support to local councils in implementing the biodiversity conservation reforms
- c) Ensure that the activities of the Regional Support Officer are aligned with the tasks, outcomes and milestones of the LGCB Program, as determined by a work program agreed by OLG and OEH.
- d) Provide the Regional Support Officer with sufficient resources to perform their duties including, but not limited to, office accommodation, supplies and expenses, access to fleet vehicles, management and administration support and IT system and support (computers, network etc)
- e) Ensure the efficient use of the budget allocation for travel expenses to cover the costs of accommodation and/or flights associated with travel to within the Service Area or coordination events
- f) Obtain and keep documentary evidence of all income and expenditure in relation to the Regional Support Officer (Biodiversity Conservation Reforms).
- g) Work collaboratively with OEH in communicating and promoting the LGCB program within the Service Area.

### 3.2 The OEH will:

- a) Provide to [insert Council] a total contribution of \$217,500 (excluding GST) over the 2017-18 and 2018-19 financial years for the sole purpose of employing and managing travel expenses of the Regional Support Officer (Biodiversity Conservation Reforms). This is the maximum amount of funding that OEH will provide under this Agreement. The funding provided is inclusive of all expenses, insurance, duties, imposts and taxes. The program administration costs will be divided as outlined with the payment schedule (Schedule B).
- b) Provide a role description as the basis for recruitment of the Regional Support Officer (Biodiversity Conservation Reforms) and representation on an interview panel.
- c) Provide on-boarding, introductions and training for the Regional Support Officer (Biodiversity Conservation Reforms)
- d) Provide technical and operational policy direction to the Regional Support Officer (Biodiversity Conservation Reforms).

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3.3 The Office of Local Government, in their capacity as LGCB program delivery partner, will:

- a) Be the primary point of contact for the party to this agreement
- b) Develop a work program with the Regional Support Officer (Biodiversity Conservation Reforms) in consultation with OEH
- c) Provide coordination and oversight of the work program of the Regional Support Officer (Biodiversity Conservation Reform) through the Office of Local Government Program Coordinator position

#### **Responsibilities of both Parties**

- 4.1 Each party will perform its obligations under this Agreement in a proper and professional manner;
- 4.2 Each party will work together in good faith and in accordance with the Agreement, to ensure that the LGCB program achieves the outcome of supporting implementation of the biodiversity conservation reforms for local councils in the Service Area; and
- 4.3 Each party will immediately notify the other party of any difficulties of which it becomes aware which will or might prevent it from carrying out any or all of its obligations under this Agreement, including, in relation to [Council] meeting the agreed obligations, and in relation to OEH in meeting the agreed timeframes for payment of funding. Any oral notification by a party will be set out in writing to the other party within 5 Business Days (a day that is not a Saturday, Sunday or public holiday in Sydney).

#### **Agreements and Funding**

- 5.1 This Agreement is deemed to have commenced on XX June 2017, and continues until XX December 2018 unless otherwise terminated or extended in accordance with this Agreement
- 5.2 OEH will pay to [Council] the amounts in Clause 3.2(a) in accordance with the payment schedule set out at Schedule B. Payments will be made within 30 days of the receipt of a correctly rendered tax invoice
- 5.3 OEH may withhold part or all of any payment due until it is satisfied regarding the completion of or progress on any LGCB program tasks, outcomes, milestones or reports as determined by the Office of Local Government and the agreed work program of the Regional Support Officer (Biodiversity Conservation Reforms)
- 5.4 [Council] will ensure that the entire amounts of all payments comprising the funding provided by OEH under this Agreement are used exclusively for the purposes of the LGCB program
- 5.5 If any payment, or any portion of any payment, has not been used for its required purpose then [Council] agree and warrant that they will repay that payment, or portion of that payment, to OEH within one calendar month of such request
- 5.6 In the event that funds provided by OEH are not fully expended, [Council] agree to return those funds to OEH within 30 days of the end date of this Agreement

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- 5.7 Any monies expended or committed in relation to the LGCB program, beyond the funding provided by OEH, will be the responsibility of [Council].

### **Compliance with legislation and insurance requirements**

- 6.1 [Council] will effect all insurances required, including but not limited to, NSW workers compensation legislation and for taking all other actions requisite as employer of the Regional Support Officer (Biodiversity Conservation Reforms)

### **Intellectual property**

- 8.1 OEH will own all intellectual property rights, including copyright and other protected rights in respect of all material created under this Agreement, and these rights vest upon their creation in OEH, except where the rights are not capable of being vested in OEH, where [Council] must ensure that the Principle is irrevocably licensed to use that intellectual property;
- 8.2 OEH may use, reproduce, adapt and exploit any material created under this Agreement for any purpose that it may lawfully undertake;
- 8.3 OEH grants to [Council] a non-exclusive, royalty free licence to use, reproduce, adapt and exploit that intellectual property for the purposes of the Regional Support Officer (Biodiversity Conservation Reforms) support of local councils within the Service Area, for any Commonwealth or NSW Government purpose and only until advised to the contrary by OEH;
- 8.4 [Council] warrant that it will not infringe any intellectual property rights in undertaking the support of local councils within the Service Area through the Regional Support Officer (Biodiversity Conservation Reforms);
- 8.5 [Council] must ensure that it obtains irrevocable written consent, for the benefit of itself and OEH, from the author of any work to be incorporated into, or used during the Project or used for any other purpose as part of, or arising out of the Project, and [Council] indemnify OEH, and their employees and agents, against any actions, costs, expenses, losses or damages suffered or incurred by all, or any one or more, of them, arising out of, or in any way in connection with, any breach by the Contractor of its obligations under clauses 8.4 or 8.5.

### **Publication and dissemination**

- 9.1 All marketing and communications collateral developed for this project will be co-branded OEH unless otherwise agreed;
- 9.2 Both parties can publicise and disseminate material regarding the services of the Regional Support Officer (Biodiversity Conservation Reforms), so long as collaborative nature of the project is observed. [Council] must not use any OEH logo or trademark, whether registered or not, unless OEH has given prior approval;
- 9.3 OEH must not use any [Council] logo or trademark, whether registered or not, unless [Council] have given prior approval;
- 9.4 Each party will notify the other prior to any media release or other public announcement being made in relation to the Regional Support Officer

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(Biodiversity Conservation Reforms). [Council] must not make any media release or public announcement unless OEH has given prior approval.

## Reporting

- 12.1 [Council] agree to submit progress reports and financial statements to OEH at six monthly intervals reflecting progress towards the tasks and performance indicators of the work program of the Regional Support Officer (Biodiversity Conservation Reform);
- 12.2 [Council] agree to complete and provide to OEH within 60 days of completion of a final report;
- 12.3 The [Council] accountant will verify financial statements produced in relation to the employment of the Regional Support Officer (Biodiversity Conservation Reform);
- 12.4 Any report or publication must be provided to OEH by email or in such other form as may be reasonably notified by OEH to [Council].

## Legal Responsibilities

- 14.1 [Council] agree that for the duration of this Agreement they will comply with all relevant Commonwealth and State legislation, including environmental legislation, administered by OEH, in respect of all activities carried on by [Council] whether as part of the LGCB program or otherwise.

## Suspension and Revocation of Agreement

- 15.1 OEH may suspend or revoke this Agreement (including the payment of any funds) if any of the following events occur:
  - (a) at any time [Council] provides OEH with misleading or false information relating to the Regional Support Officer (Biodiversity Conservation Reform); or
  - (b) in the opinion of OEH, [Council] does not deliver on the obligation to provide equitable support to local councils across the Service Area  
or
  - (c) in the opinion of OEH, the Regional Support Officer (Biodiversity Conservation Reform) has not met agreed tasks, outcomes and milestones of the work program

If the Agreement is suspended, OEH may, at any time, reinstate the Agreement as it previously existed or with any necessary amendments.

- 15.2 If OEH revokes or suspends the funding:
  - (a) the [Council] must not spend any further monies nor commit any such monies for expenditure; and
  - (b) within 10 working days all monies that have not been spent or committed for expenditure at the time [Council] receives the written notification of the

revocation must be repaid to OEH. A financial report must be provided to OEH on the proportion of the funding already spent.

### **Termination of Agreement**

- 16.1 If either party breaches its obligations as set out in this Agreement, and does not rectify or make reasonable attempts to rectify, the breach within 21 days of receiving written notice of the breach by the other party, the other party may terminate the Agreement without further notice. If the Agreement is terminated by OEH, LGNSW must repay to OEH, within 10 working days, all monies that have not been spent or committed for expenditure at the time LGNSW receives written notice of the termination.

### **Variation of Agreement**

- 17.1 This Agreement may be varied at any time by written agreement between the parties.

### **Option to extend**

- 18.1 Subject to the availability of funding, the employment of the Regional Support Officer (Biodiversity Conservation Reforms) may be extended. OEH will advise on a date no later than 1 October 2018 whether funding is available to extend the Agreement and the period of extension that the funding would support. The parties may agree to extend the Agreement, on similar or different terms and conditions to those contained in this Agreement.

### **Indemnification**

- 19.1 [Council] agree to indemnify and keep indemnified OEH and the Crown in right of the State of New South Wales from and against all actions, claims, demands and other proceedings that may be made or recovered against OEH or the Crown in right of the State of New South Wales, or its officers or employees, in respect of any damage to property, personal injury or death which is caused by any willful, unlawful or negligent act or omission by [Council] or the Regional Support Officer. OEH will inform [Council] as soon as it becomes aware of any such action, claim, demand or proceedings.

### **Right of Set Off**

- 20.1 OEH may deduct from amounts otherwise payable to [Council] any amount:
- (a) due from [Council] to OEH in connection with the LGCB Program; or
  - (b) which has been paid by OEH as a result of a breach of this Agreement by [Council]; or
  - (c) which [Council] and OEH have agreed will be paid directly by OEH instead of by [Council].

## Grievance Mechanisms

- 21.1 In the event of a dispute relating to this Agreement, the parties agree that they will attempt to clearly define the nature of the dispute, and resolve the dispute by the parties using their best endeavours in good faith to settle the dispute by negotiation with each other;
- 21.2 If within a reasonable period of time (not more than 21 days after the dispute has arisen) the parties have not been able to resolve the dispute it shall be referred to the Executive Director, Regional Operations Division, Conservation Programs Branch, Regional Operations Group, OEH and the General Manager of [Council] and they will use their best endeavours in good faith to settle the dispute by negotiation with each other.
- 21.2 Elevation to CE's

## Governing Law and Jurisdiction

- 22.1 New South Wales law governs this document. Each party irrevocably submits to the exclusive jurisdiction of the New South Wales courts and courts competent to hear appeals from those courts.

## Execution

Executed by the parties as an Agreement:

SIGNED for and on behalf of the  
**CROWN IN RIGHT OF THE STATE OF NEW  
SOUTH WALES (Office of Environment and Heritage)**

By:

In the presence of:

\_\_\_\_\_  
(sign)

\_\_\_\_\_  
(witness signature)

Ian Hunter  
Deputy Chief Executive

\_\_\_\_\_  
(print name)

SIGNED for and on behalf of the

**[COUNCIL]**

By:

In the presence of:

\_\_\_\_\_  
(sign)

\_\_\_\_\_  
(witness signature)

[insert name]  
General Manager

\_\_\_\_\_  
(print name)

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Chairman .....



**Schedule A: Local Government Capacity Building Program  
Service Area**

[INSERT DESCRIPTION OF SERVICE AREA]

**Schedule B: Local Government Capacity Building Program**

**Payment Schedule**

<b>Deliverables</b>	<b>Payment (plus GST)</b>	<b>Date</b>
Instalment 1 - Employment of Regional Support Officer (Biodiversity conservation reforms) 2017-2018	<b>\$145,000</b> inclusive of: \$110,000 salary \$30,000 on costs \$5,000 travel allowance	X July 2017
Instalment 2 - Employment of Regional Support Officer (Biodiversity conservation reforms) 2018-2019	<b>\$72,500</b> inclusive of: \$55,000 salary \$15,000 on costs \$2,500 travel allowance	1 July 2018
<b>TOTAL</b>	<b>\$217,500</b>	

**Cr Marilyn Dixon OAM**

**Bingara Lane Maintenance**

Cr Dixon advised the meeting that Withers Lane was in need of maintenance.

The meeting was advised that this will be attended to in the near future.

**Cr Marilyn Dixon OAM**

**Orange Festival**

Cr Dixon expressed her thanks to the staff who worked on the Orange Festival in their own time to make the day such a wonderful success.

**Cr Stuart Dick**

**Gravesend Hall**

Cr Dick requested an update of the future of the Gravesend Hall.

The meeting was advised that the community group opposed to the Hall's demolition have been offered the opportunity to directly address the August Committee Meeting, when the staff report will also be presented.

**Cr Stuart Dick**

**Warialda Lookout**

Cr Dick advised that the Warialda Tourism Committee has requested that the potential to reopen the access to the Warialda Lookout be investigated.

The meeting was advised of the past history and the fact that the current access crosses private property and that this access has now been denied to problems with some visitors to the lookout.

Alternate access opportunities will be explored but the cost could be prohibitive.



**Cr Stuart Dick**

**Stonefield RFS Shed**

Cr Dick advised that the fencing material has been sourced for perimeter fencing around this shed but the RFS doesn't have any volunteers to undertake the construction. Is it possible for the Council to undertake the task?

The meeting was advised that the Council will contact the RFS and seek its contribution to cover any costs if the Council undertakes the work.

**Cr Stuart Dick**

**North Star Bike Ride Event**

Cr Dick requested, if possible, that Gwydir Shire promotional material be available for distribution to the 3000 likely visitors for this event on Saturday 29<sup>th</sup> July.

The meeting was advised that the request will be conveyed to the appropriate staff members.

**Cr Jim Moore**

**OLG Event Moree**

Cr Moore advised the meeting that both he and Cr Egan attended this event.

**Cr Jim Moore**

**State of industrial block north of Warialda**

Cr Moore requested information about what can be done to address the increasingly deteriorating condition of the industrial land the Council sold to Mr M Davis.

**THAT the Council's staff take whatever action is required to ensure that Mr M Davis is complying with the appropriate planning legislation regarding his use of the industrial block located within the Council's industrial subdivision adjacent to the proposed Warialda by-pass route.**

**(Moved Cr Moore, seconded Cr Dick)**

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Chairman .....

**Cr Jim Moore**

**Flag Poles - Warialda**

Cr Moore requested information about the progress in sourcing the flag poles for use as banner promotions for events.

The meeting was advised that Mr T Rose has indicated his willingness to contribute towards the cost, which will be further investigated.

**Cr Jim Moore**

**Tim and Mel Clark**

Cr Moore requested that information be forwarded to Mr and Mrs Clark (*Bullala* Oregon Road Warialda) outlining in general terms what is required in order for a Development Application to be considered by the Council for their proposed 4 wheel drive and off road bike facility.

The meeting was advised that this would be attended to shortly.

**Cr Frances Young**

**Local Government Councillor Executive Certificate Course**

Cr Young advised the meeting that she attended the first session of this program with another session held later in the year.

**Cr Frances Young**

**Junction/Keera Streets possible footpath**

Cr Young requested that the possibility of undertaking the construction of a footpath in this area be considered as it is quite dangerous for elderly residents to negotiate the roadway on the corner without access to a footpath, especially for residents using walkers.

The meeting was advised that the request will be investigated and reported to a future meeting.

**Cr Frances Young**

**Arts North West**

Cr Young requested that all the potential funding opportunities with Arts North West be investigated.

The meeting was advised that this matter will be referred to the appropriate staff for action where necessary.

**Cr Stuart Dick**

**Motor Bike Club**

Cr Dick asked if the Council is aware of any Motor Bike Club setting up a club house in Bingara.

None present was aware of any club but the meeting was advised that the matter would be investigated as any official club premises would require development approval.

**General Manager**

**Greenaway Subdivision Bingara**

The General Manager advised the meeting that two residents within the eastern side of this subdivision (the larger river frontage blocks) have made a request seeking information about the possibility of further subdivision of their blocks.

At the moment the minimum lot size makes further subdivision difficult to achieve.

The meeting agreed that each landowner should be approached to seek the general views of the owners about these requests and whether any other owners are interested in future subdivision potential.

**Meeting closed 1.11 pm**