



MINUTES OF ORDINARY MEETING

Held on Thursday 28 August 2025

Commencing at 2:00 pm

in the The Living Classroom

Present

Councillors:	Cr Tiffany Galvin (Mayor), Cr Sean Coleman (Deputy Mayor), Cr Adrian Willmot, Cr John Bishton, Cr Michael Collins, Cr Scot Crispin and Cr Rachel Sherman
Staff:	Leeah Daley (General Manager), Alex Eddy (Director Engineering Services) and Justin Hellmuth (Business Improvement & IT Manager), Sarah Scrivener (EA to General Manager), Sujan Patel (Infrastructure Delivery Manager)
Public:	
Visitors:	

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WEBCASTING OF MEETING

This meeting will be recorded for placement on Council's website.

All speakers must ensure their comments are relevant to the issue at hand and to refrain from making personal comments or criticisms or mentioning any private information.

No other persons are permitted to record the meeting, unless specifically authorised by Council to do so.

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1 OFFICIAL OPENING AND WELCOME - MAYOR

2 APOLOGIES

All Present

An apology was received from Cr Sarah Crump, Cr Marilyn Dixon OAM, Mrs Helen Thomas.

COUNCIL RESOLUTION:

THAT the apologies received from Cr Sarah Crump, Cr Marilyn Dixon OAM, Mrs Helen Thomas is accepted.

Moved Cr Rachel Sherman, Seconded Cr Adrian Willmot

CARRIED

For: Cr Adrian Willmot, Cr John Bishton, Cr Michael Collins, Cr Rachel Sherman, Cr Scot Crispin, Cr Sean Coleman and Cr Tiffany Galvin

Against: Nil

3 CONFIRMATION OF THE MINUTES

COUNCIL RESOLUTION:

THAT the Minutes of the Ordinary Meeting held 31 July 2025 as circulated be taken as read and CONFIRMED.

(Moved Cr Scot Crispin, Seconded Cr Sean Coleman)

CARRIED

For: Cr Adrian Willmot, Cr John Bishton, Cr Michael Collins, Cr Rachel Sherman, Cr Scot Crispin, Cr Sean Coleman and Cr Tiffany Galvin

Against: Nil

4 CALL FOR THE DECLARATIONS OF INTERESTS, GIFTS RECEIVED AND CONFLICTS OF INTEREST

5 PRESENTATION

6 MAYORAL MINUTE

6.1 Mayoral Minute

COMMENT

Bingara Fire Station – Proposed Downgrade

The General Manager and I recently met with Zone Commander Superintendent Tom Cooper and Duty Commander Matt Goldman from NSW Fire and Rescue to discuss a proposed operational change for the Bingara Fire Station. NSW Fire and Rescue has indicated an intention to transition the station to a "Tanker Strategy," which would replace the current pumper vehicle with a tanker unit.

Under this strategy, fire response would be managed by a crew of two, as opposed to the four-person crew required for a pumper. This change would result in Bingara relying on backup support from Warialda, Inverell, and potentially more distant Fire and Rescue teams, as well as the Rural Fire Service (RFS). While the number of callouts in Bingara may be low, the potential impact of reduced local capacity during critical incidents is concerning.

Community engagement efforts have previously included public meetings, information sessions, and letterbox drops. NSW Fire and Rescue has advised that the options available are either to proceed with the downgrade or face closure of the station. This presents a significant challenge for the town and surrounding areas. I have consulted with the former Fire Captain in Peak Hill, where a similar strategy has been implemented. Their experience reinforces concerns about the potential negative impact on community safety and emergency response capability.

A community meeting is proposed for **Tuesday, 26 August at the Roxy Theatre** to further discuss this matter and explore avenues for local firefighter recruitment. Any individuals interested in joining the service are encouraged to contact Council as soon as possible.

Telstra Mobile Service Disruption – Bingara

On Wednesday, 13 August, Bingara experienced another mobile service outage, which disrupted EFTPOS transactions and ATM functionality. Telstra has advised that the issue stems from a fault in the control signal responsible for switching from mains power to battery backup at the Bingara Batterham Mobile site. Although the site has over five hours of battery reserve, the fault is preventing the expected transition.

Initial diagnostics suggest the issue is not related to the battery units themselves. Telstra has committed to providing an update once further testing is complete. We are also awaiting confirmation of the timeline for the installation of the new mobile tower.

See attached Country Mayors Association media releases.

MAYORS RECOMMENDATION

THAT the information be received.

ATTACHMENTS

1. CMA Media Release Bendigo Bank closures July 2025 [**6.1.1** - 2 pages]
2. attachment 1753766218417 [**6.1.2** - 1 page]

COUNCIL RESOLUTION:

THAT the information be noted.

(Moved by the Mayor)

Seconded Cr Sherman

CARRIED

For: Cr Adrian Willmot, Cr John Bishton, Cr Michael Collins, Cr Rachel Sherman, Cr Scot Crispin, Cr Sean Coleman and Cr Tiffany Galvin

Against: Nil

7 OFFICERS' REPORTS

7.1 Dealing with items by exception

File Reference: NA

Delivery Program

Goal: 5. Organisational management

Outcome: 5.1 Corporate management

Strategy: 5.1.3 Administrative and support functions

Author: General Manager

STAFF DISCLOSURE OF INTEREST

NIL

IN BRIEF/SUMMARY RECOMMENDATION

Councillors to indicate those items that they wish to be withdrawn for discussion and debate.

Item Number	Report Details	Withdrawn
7.1	Dealing with items by exception	
7.2	Proposed Ordinary Meeting Dates 2025/26	
7.3	Executive Services Report	
7.4	Corporate and Community Services Report	
7.5	Technical Services Report	
7.6	Business and Strategy Report	
7.7	Councils' Investment Report	
7.8	Country Mayors Association Advisory - The Men's table	
7.9	Work Health and Safety Amendment (Standalone Regulator) Act 2025 No 18	
7.10	JLT Risk Report	
7.11	Request for Assistance - Warialda Jockey Club	
7.12	Delivery Program Progress Report - Jan 2025 to Jun 2025	

OFFICER RECOMMENDATION

THAT items that have not been withdrawn will be adopted collectively in this resolution.

ATTACHMENTS

Nil

COUNCIL RESOLUTION:

THAT items that have not been withdrawn will be adopted collectively in this resolution.

(Moved Cr Michael Collins, Seconded Cr Rachel Sherman)

CARRIED

For: Cr Adrian Willmot, Cr John Bishton, Cr Michael Collins, Cr Rachel Sherman, Cr Scot Crispin, Cr Sean Coleman and Cr Tiffany Galvin

Against: Nil

7.2 Proposed Ordinary Meeting Dates 2025/26

File Reference:	NA
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Delivery Program

Goal:	5. Organisational management
Outcome:	5.1 Corporate management
Strategy:	5.1.3 Administrative and support functions
Author:	Leeah Daley, General Manager

STAFF DISCLOSURE OF INTEREST

NIL

IN BRIEF/SUMMARY RECOMMENDATION

This report recommends the adoption of the below Council Meeting schedule for the 2025/26 term.

2025 Proposed Meeting Schedule				
Date	Time	Location	Meeting/s	Comment
30 October 2025	10 am - 1.30pm	Bingara Council Chambers	Ordinary Council	No known scheduled dates
27 November 2025	10am - 1.30pm	Warialda Council Chambers	Ordinary Council	The Australian Local Government Roads Conference – 11 & 12 November 2026. LGNSW Annual Conference – 23-25 November 2026
18 December 2025	10am - 1.30pm	Bingara Council Chambers	Ordinary Council	Councillor Christmas Party normally held in the month of December. The usual practice is to resume meetings in February 2026
01 January to 31 January 2026	Christmas Recess – Special meeting held if necessary			
26 February 2026	10 - 1.30pm	Warialda Council Chambers	Ordinary Council	Meetings resume
26 March 2026	10 am - 1.30pm	Bingara Council Chambers	Ordinary Council	No known scheduled dates
30 April 2026	10 am - 1.30pm	Warialda Council	Ordinary Council	Easter 3 – 6 April 2026 25 April 2026

		Chambers		
28 May 2026	10 am - 1.30pm	Bingara Council Chambers	Ordinary Council	No known scheduled dates
25 June 2026	10 am - 1.30pm	Warialda Council Chambers	Ordinary Council	The Australian Local Government Annual Assembly is usually held during June or early July each year. Date TBC
30 July 2026	10 am - 1.30pm	Bingara Council Chambers	Ordinary Council	No known scheduled dates
27 August 2026	10 am - 1.30pm	Warialda Council Chambers	Ordinary Council	No known scheduled dates
24 September 2026	10 am - 1.30pm	Bingara Council Chambers	Ordinary Council	Willoughby will hold its Emerge Festival early in September.

OFFICER RECOMMENDATION

THAT the meeting schedule for 2025/26 is adopted.

ATTACHMENTS

Nil

COUNCIL RESOLUTION:

THAT the meeting schedule for 2025/26 is adopted.

(Moved Cr Scot Crispin, Seconded Cr Sean Coleman)

CARRIED

For: Cr Adrian Willmot, Cr John Bishton, Cr Michael Collins, Cr Rachel Sherman, Cr Scot Crispin, Cr Sean Coleman and Cr Tiffany Galvin

Against: Nil

7.3 Executive Services Report

File Reference: NA

Delivery Program

Goal: 5. Organisational management

Outcome: 5.1 Corporate management

Strategy: 5.1.3 Administrative and support functions

Author: Leeah Daley, General Manager

STAFF DISCLOSURE OF INTEREST

Nil

IN BRIEF/SUMMARY RECOMMENDATION

The monthly Executive Services Report details the activities carried out by the Department during July 2025.

BACKGROUND

The monthly Executive Services report forms part of a regular reporting regime. The purpose of the report is to inform Council of the activities carried out within the Department.

COMMENT

7.3.1 AGED CARE – NAROO FRAIL AGED HOSTEL

Naroo Frail Aged Hostel – July 2025

Residents News & Outings

This month has been filled with celebration and engagement at Naroo, with several residents enjoying birthday festivities accompanied by special morning teas and cake.

Our 9:30 a.m. exercise class continues to grow in popularity, as residents take advantage of the warmer weather to stay active indoors.

In recognition of NAIDOC Week, residents participated in a special event featuring refreshments, dot painting, and craft activities, which were thoroughly enjoyed by all.

A Catholic church service was also held during the month, providing spiritual connection and reflection for those who wished to attend.

With the recent cold snap, indoor activities have been a highlight. Residents took part in a variety of engaging sessions including trivia, ball games, archery, colouring,

and quizzes. A new addition to the activity schedule—painting with a salad spinner—proved to be a creative and entertaining experience for everyone involved.

To mark Pyjama Day on 25 July 2025, our nursing staff embraced the occasion by wearing their best pyjamas to work, bringing smiles and a sense of fun to the day.



Dot craft for NAIDOC Week

Commonwealth Home Support Program (CHSP) – Warialda and Delungra

Volunteers

CHSP clients enjoy seeing volunteers. This is also a suitable time to stay connected with clients and to check on their wellbeing.

Transport and trips

Three trips to Inverell Shopping this month. Transport covered trips to Armidale, Tamworth, Moree, and Inverell this month.

Social support

Social support was provided when attending Day Centres, Outings Group and individuals. Other activities included Meals on Wheels, phone calls, client's inquiries, transport & home visits.

Day centres

Those attending Warialda Day Centre on Mondays and Fridays, and on Delungra Wednesdays are grateful with the service they receive. Enjoying their time socialising with each other, enjoying morning tea a two-course meal as well as playing fifteen games of Bingo. Council will place a flyer on the Delungra notice board to try and encourage new clients to join Delungra Day Centre as numbers have declined.

Food service

Meals on Wheels (MOW) clients have just returned their surveys and all are happy with food supplies. All male clients would like to receive larger portions and this has been actioned on daily running sheets. Meals are supplied five day a week and frozen meals provided if required for weekends. Currently have eleven MOW clients.

Warialda / Delungra CHSP Monthly Report July 2025		
Day Centre	Delungra	Warialda
Total active clients	17	89
Clients receiving service	10	60
Total Meals in Centre	55	211
Hours Clients Receive in Centre	180	479
Social Support		
No of Clients	10	55
Individual Hrs	36	123
Group Hrs	144	356
Total Hours Received	180	479
Food Service (Meals On Wheels)		
Clients	0	12
Meals	0	201
Individual Hours (MOW)	0	51
Transport		
Number of Clients	1	11
Number of Trips (return trips)	5	28
Access Bus - Inverell		
Number of Clients	0	11
Number of Trips (per month)	0	3
Volunteers		
No of Volunteers for the Month	1	20
Monthly Volunteer Hours	20	183

Commonwealth Home Support Program (CHSP) – Bingara

Volunteers

Bingara CHSP was supported by 9 volunteers with 349.5 hours of services during the month of July. These services included out of town transport, local Meals on Wheels deliveries and volunteer support at the weekly Group Social Support morning tea which is held every Tuesday.

Transport and Trips

Out of town transport was slightly lower this month with only 122 trips which serviced 27 clients.

The Access Bus made two trips to Inverell in July which aided 11 clients to get to town for shopping and/or appointments.

The volunteers always do routine maintenance checks on any of the vehicles when time permits as well as a general clean after each trip.

Social Support

Group social support continues with our ladies enjoying the weekly morning teas on a Tuesday followed by lunch. Numbers are increasing which is wonderful and hopefully continues to increase.

There was no social outing this month due to the cold weather and most clients preferred to sit in the warmth of the Lingalonga Room.

Food Service

Seven Meals on Wheels clients were serviced this month, making it a total of 108 meals being delivered by volunteers.

Meals on Wheels is coordinated by Bingara CHSP with the meals being provided by Bingara MPS.

Recent Changes

There have been changes made to the Aged Care Act as of 1 July 2025 which makes a difference now on how Bingara CHSP reports to the respective departments. These include new reporting requirements which means implementing data into two software programs resulting in a few teething problems which will soon be sorted.

The funding program has also had changes implemented as of 1 July 2025 making for a learning curve for operations.

Transport for NSW (TfNSW) no longer provides funding for our CHSP clients (over 65 years), as funding is now received from the Commonwealth Department of Health. Those Community Transport Program (CTP) clients (under the age of 65) will still see funding coming from Transport for NSW (TfNSW) due to the lack of public transport and being classed as being in a disadvantaged area.

Bingara CHSP July 2025 Report	
Day Centre	
Total Active Clients	14
Clients Receiving Service	9
Total Meals	32
Hours Clients Receive in Centre	130

Social Support	
Number of Clients	32
Individual Hours	75.5
Group Hours	274
Total Hours Received	349.5
Food Service – Meals on Wheels	
Clients	7
Meals	108
Transport	
Number of Clients	27
Number of Trips	122
Transport – Youth	
Number of Clients	0
Number of Trips	0
Access Bus to Inverell	
Number of Clients	11
Number of Trips	2
Volunteers	
Number of Volunteers	9
Monthly Volunteer Hours	349.5

7.3.2 CUSTOMER SERVICE REQUESTS (CRMs)

CRMs carried forward from:

Department	Outstanding as at 11 July 2025	Completed since 11 July 2025	Outstanding as at 11 August 2025
Technical Services	38	20	18
Environment and Sustainability	18	11	7
Town Utilities	9	7	2
Urban Infrastructure	28	22	6
Building Services	15	8	7
Total Outstanding	108	68	40

CRM's – 12 July to 11 August 2025:

Department	Received 12 July to 11 August 2025	Completed 12 July to 11 August 2025	Outstanding as at 11 August 2025
Technical Services	35	11	24
Environment and Sustainability	18	8	10
Town Utilities	11	3	8
Urban Infrastructure	21	6	15
Building Services	16	0	16
Executive & Community Assets	0	0	0
Organisation and Community Services	2	1	1
Totals	103	29	74

CRMs received since 12 July 2025 and still outstanding as at 11 August 2025:

Department	Open
Technical Services	42
Environment and Sustainability	17
Town Utilities	10
Urban Infrastructure	21
Building Services	23
Executive and Community Assets	0
Organisation and Community Services	1
Total	114

7.3.3 COUNCILLOR ACTIVITY REPORT

The Councillors' activity schedule for July 2025 is outlined below

July 2025		
Councillor	Event	Date
Cr T Galvin (Mayor)	Orange Festival Activities with Willoughby Exchange including Welcome Dinner	03/07/2025
	Orange Picking	04/07/2025

	Site Inspection – Bingara Admin Building	03/07/2025
	Christmas in July	04/07/2025
	Orange Festival Day	05/07/2025
	Hosting Willoughby Exchange for Pizza Making – Farewell Dinner	06/07/2025
	ARIC Meeting	07/07/2025
	Bingara Admin Building Meeting	24/07/2025
	Honey Festival Meeting	24/07/2025
	Disability Access Meeting	24/07/2025
	Special Events Meeting	24/07/2025
	Meeting with NSW F&R re changes to service - Bingara	25/07/2025
	Meeting with NIAS re funding	25/07/2025
	HNEH and local mayors meeting	28/07/2025
	Executive Meeting with GSC	29/07/2025
	Ordinary Council Meeting	31/07/2025
Cr Sean Coleman (Deputy Mayor)	Willoughby Exchange Welcome Dinner	03/07/2025
	Willoughby Exchange Farewell Dinner	06/07/2025
	Ordinary Council Meeting	31/07/2025
Cr Adrian Willmot	Orange Festival Day	05/07/2025
	Willoughby Exchange Farewell Dinner	06/07/2025
	Ordinary Council Meeting	31/07/2025
Cr John Bishton	Willoughby Exchange	03/07/2025

	Welcome Dinner	
	Christmas in July Willoughby Exchange	04/07/2025
	Orange Festival Day	05/07/2025
	Willoughby Exchange for Pizza Making and Farewell Dinner	06/07/2025
	Bingara Admin Building Meeting	24/07/2025
Cr Marilyn Dixon OAM	Orange Festival Day	05/07/2025
	Bingara Admin Building Meeting	24/07/2025
	Ordinary Council Meeting	31/07/2025
Cr Michael Collins	Orange Festival Day	05/07/2025
	Warialda Historical Assoc. Meeting	16/07/2025
	Ordinary Council Meeting	31/07/2025
Cr Rachel Sherman	Willoughby Exchange Welcome Dinner	03/07/2025
Cr Sarah Crump	Willoughby Exchange Welcome Dinner	03/07/2025
	Orange picking and Christmas in July Willoughby Exchange	04/07/2025
	Orange Festival Day and Willoughby Exchange BBQ	31/07/2025
	Willoughby Exchange for Pizza Making and Farewell Dinner	06/07/2025
	Ordinary Council Meeting	31/07/2025
Cr Scot Crispin	Willoughby Exchange Welcome Dinner	03/07/2025
	Orange Festival Day	04/07/2025
	Willoughby Exchange for	06/07/2025

	Pizza Making and Farewell Dinner	
	Ordinary Council Meeting	31/07/2025

OFFICER RECOMMENDATION

THAT the report be received.

ATTACHMENTS

Nil

COUNCIL RESOLUTION:

THAT the report be received.

(Moved Cr John Bishton, Seconded Cr Scot Crispin)

CARRIED

For: Cr Adrian Willmot, Cr John Bishton, Cr Michael Collins, Cr Rachel Sherman, Cr Scot Crispin, Cr Sean Coleman and Cr Tiffany Galvin

Against: Nil

7.4 Corporate and Community Services Report

File Reference: NA

Delivery Program

Goal: 5. Organisational management

Outcome: 5.1 Corporate management

Strategy: 5.1.3 Administrative and support functions

Author: Helen Thomas, Corporate and Community Services
Director, CFO

STAFF DISCLOSURE OF INTEREST Nil

IN BRIEF/SUMMARY RECOMMENDATION

The monthly Corporate and Community Services Report details the activities carried out by the Department during July 2025.

TABLED ITEMS Nil

BACKGROUND

The monthly Corporate and Community Services 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.

7.4.1 TOURISM

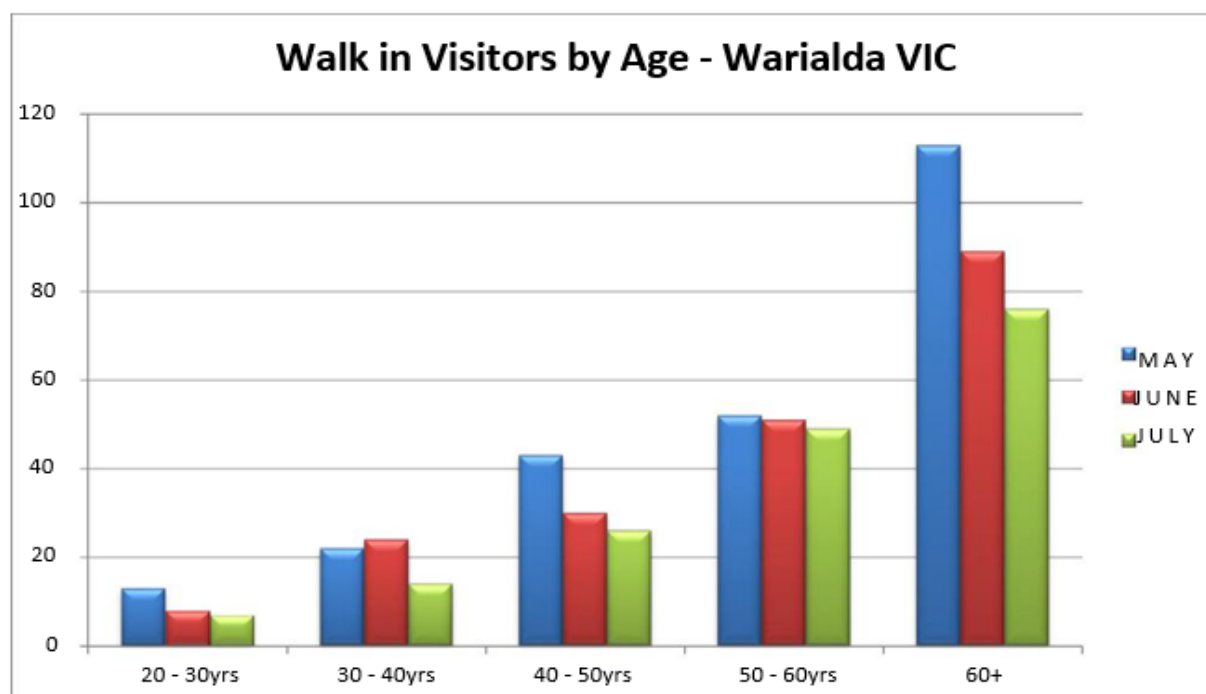
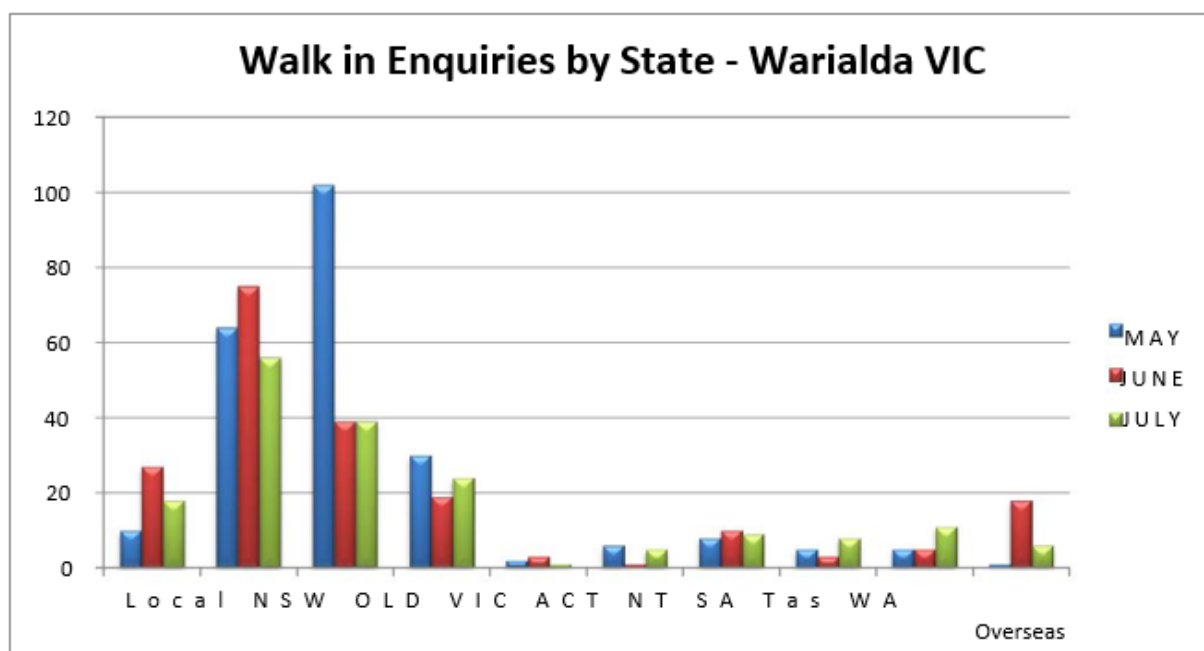
Warialda Visitor Information Centre

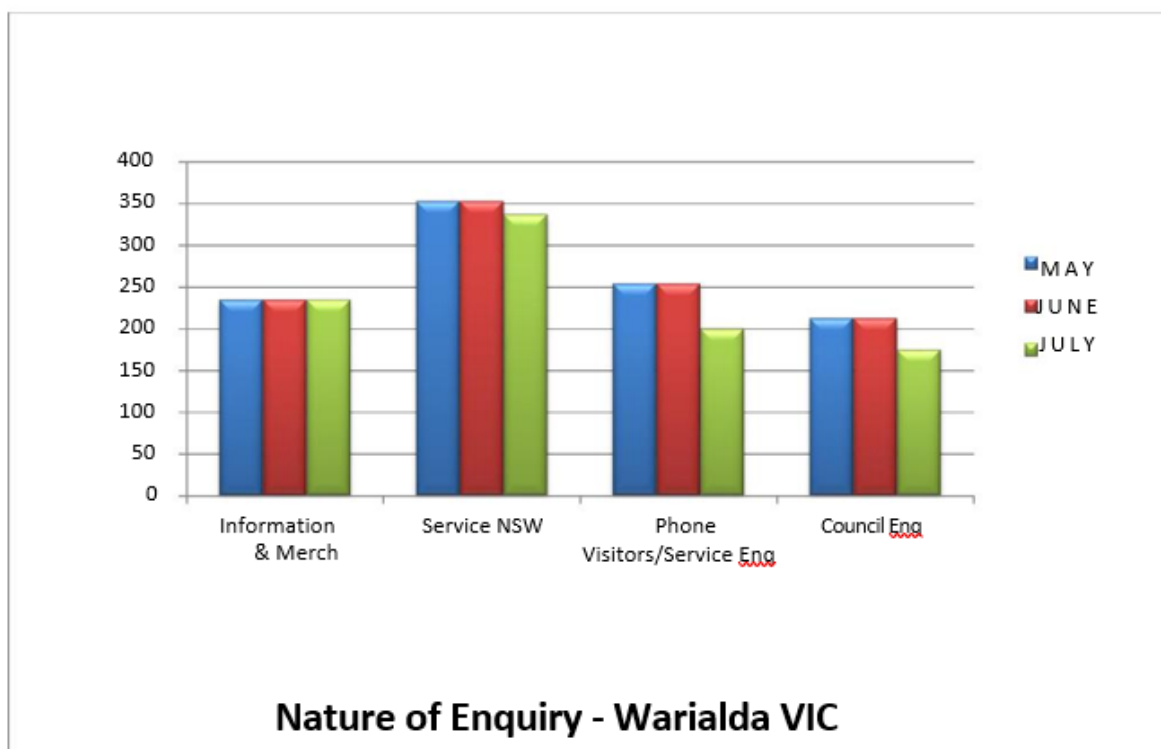
May 2025		June 2025		July 2025	
Opening Hours	143	Opening Hours	140	Opening Hours	161
Volunteering Hours	7	Volunteering Hours	5	Volunteering Hours	6

Income	May	June	July
Merchandise Sales	\$1358.65	\$1092.56	\$1246.02
Total Monthly Income	\$1358.65	\$1092.56	\$1246.02

Visitors at Warialda VIC	May	June	July
Visitors	235	200	177
Service NSW	353	337	325
Council	213	175	209
Phone Visitor / Service NSW enquiries	254	296	393

Total	1055	1008	1104
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Bingara Visitor Information Centre

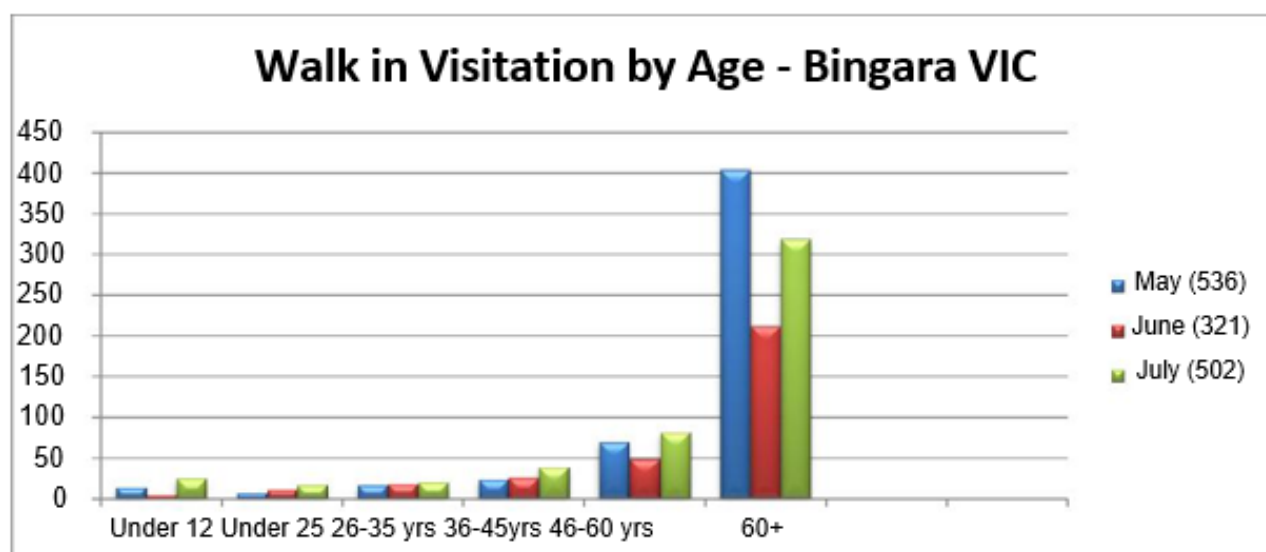
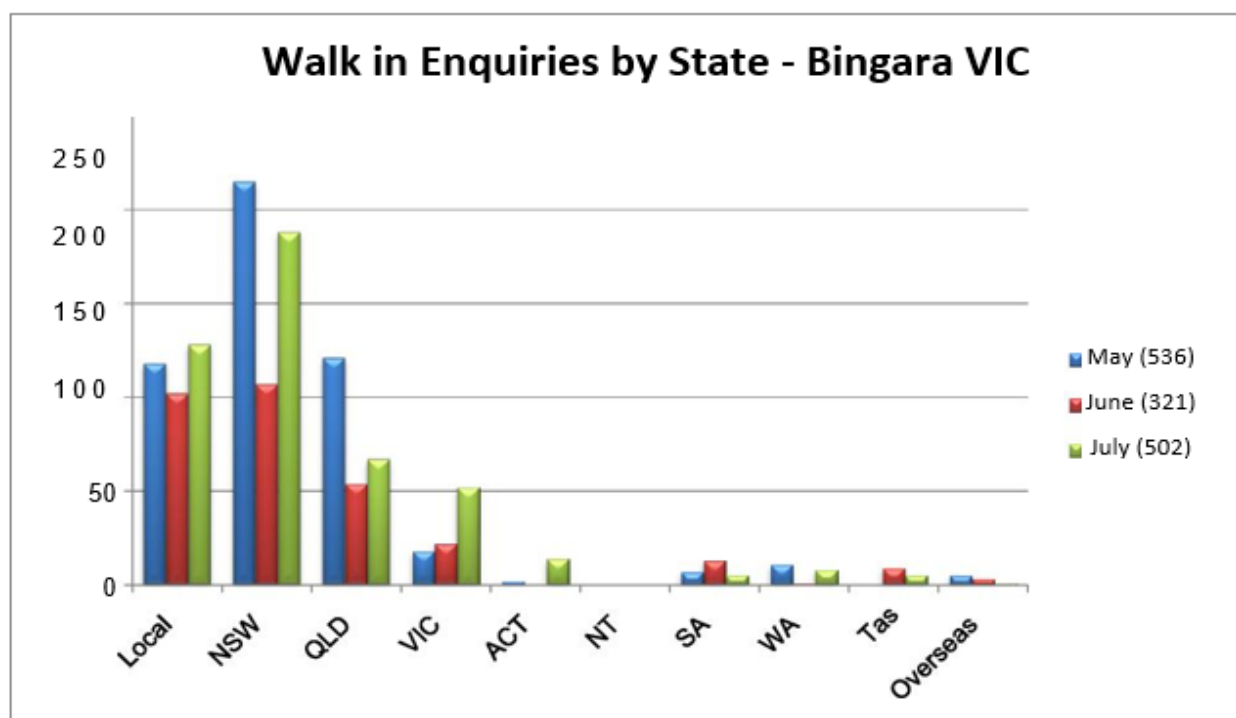
May 2025		June 2025		July 2025	
Opening Hours	139	Opening Hours	149.5	Opening Hours	170
Volunteering Hours	28.5	Volunteering Hours	29	Volunteering Hours	21

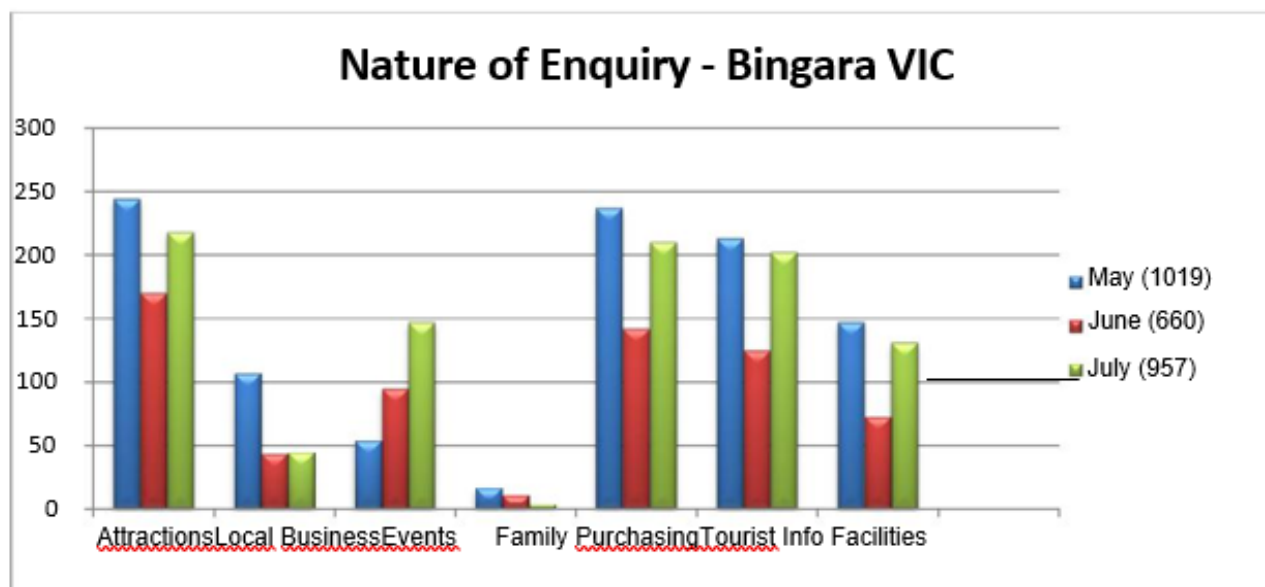
Income	May	June	July
Merchandise Sales	\$669.00	\$563.00	\$1083.50
Total Merchandise Sales	\$669.00	\$563.00	\$1083.50
VIC Commission received on Event bookings undertaken on behalf of Community Groups – Subtotal	\$0.00	\$120.00	\$0.00
Total Monthly Income Bingara VIC	\$669.00	683.00	1083.50
Roxy Tour Income	\$120.00	\$140.00	\$195.00
Visitors at Bingara VIC	536	321	502

COMMENTS: - JULY 2025

TOURISM			
Tourism Visitation number		502	Up on previous month - milder weather during the month
Merchandise Sales income	\$	1083.50	Selling of some merchandise items at a reduced price

Internal Journal – Merchandise Sales	\$	273.00	Gwydir Council - Community Assets Department – Orange Festival Willoughby Exchange – Gift bags
	\$	616.00	
	\$	35.00	Gwydir Council – Social Services Department – Orange Festival Willoughby Exchange – Gift bags
Roxy Tour income	\$	195.00	Up on previous month
CAMPING DONATIONS			
Camping Donations - collected by Council rangers and from individuals - Receipted by the	\$	416.10	Down on previous month.
THE LIVING CLASSROOM - ONLY			
The Living Classroom Hire Invoice requests to Finance	\$	390.00	Meeting - MTS on behalf of Department of Community and
TLC and BUNKHOUSE - COMBINED			
TLC and Bunkhouse – Combined Receipted at VIC	\$	660.00	Private Function – Birthday party
TLC 3 DAY PACKAGE			
TLC 3 Day Package Hire Receipted at VIC	\$	1350.00	Quilters Retreat
TLC - CABINS			
TLC – CABIN Hire Receipted at VIC	\$	1320.00	Private Function – Birthday Party
ROXY THEATRE MANAGEMENT - BY IN PRODUCTIONS			
Roxy Theatre Management Productions: - ticketing sale Admission fees ON - LINE via the Visitor Information Centre	\$	70.00	Roxy Management Production – Waltzing the Wilarra
Roxy Theatre Management Productions: - ticketing sale Admission fees Online at Trybooking	\$	380.00	Roxy Management Production – Waltzing the Wilarra and Cinderella Spinderella and Trinket the Robot
COMMUNITY GROUP EVENTS			
Community Groups - ticketing sale Admission fees ON - LINE via VIC	\$	700.00	RSL Sub-branch Military Ball
Community Groups - ticketing sale Admission fees Online at Trybooking	\$	2,590.00	RSL Sub-branch Military Ball
Community Groups - ticketing sale Admission fees Over the Counter - Cash	\$	770.00	RSL Sub-branch Military Ball
COMMUNITY GROUP MERCHANDISE			
Community Groups - Merchandise sales: - Bingara Special events committee	\$	30.00	Orange Festival – Stubby Holders





7.4.2 TRAINING

July 2025

GLR Training

Heavy Vehicle Training and Assessment

Units of Competence on scope:

- TLIC3004 - Drive heavy rigid vehicle
- TLIC3005 - Drive heavy combination vehicle
- TLIC4006 - Drive multi-combination vehicle
- TLILIC 2014 – Licence to drive a Light Rigid Truck
- TLILIC 2015 – Licence to drive a Medium Rigid Truck
- TLILIC 2016 – Licence to drive a Heavy Rigid Truck
- TLILIC 3017 – Licence to drive a Heavy Combination Truck
- TLILIC 3018 – Licence to drive a Multi-Combination Truck

July 2024 – June 2025 Heavy Vehicle Training statistics are as follows:

	Enquiries	Applications for S&S Funding Submitted	Applications for S&S Funding approved	Paying Clients	Training completed
2024-2025	144	30	25	24	50

July 2025 Heavy Vehicle Training statistics are as follows:

	Enquiries	Applications for S&S Funding Submitted	Applications for S&S Funding approved	Paying Clients	Training completed	Future Bookings
July 2025	7	0	0	1	1	4



Training and assessment has been completed for a total of 50 clients in 2024/2025 financial year to 30 June 2025. Training delivery was paused during June and early July 2025 due to the approved extended leave of GLR Training trainer/assessor. Services resumed in late July 2025.

Training Services NSW Agskilled Program

GLR Training has received notification from Training Services NSW of the commencement of the 2025-26 activity period for the Agskilled Smart and Skilled program. Applications are now being submitted for full funding for eligible clients.



The graph above shows the number of clients participating in heavy vehicle training and assessment over the past 6 years. 2020 and 2021 depict a substantial rise in participation due to an increase in promotion and the availability of an additional trainer/assessor. A significant decline is indicative of the withdrawal of the Training Services NSW Smart and Skilled 'Drought Package' in 2022, however the 2024/25

projection was promising with an influx of enquiries and enrolments following the 'Agskilled' funding review.

Gwydir Career Start Program

Gwydir Shire Council currently employs 9 school based trainees, 7 trainees, 22 Apprentices and 1 cadet. Gwydir Career Start participants constitute 16% of Council's full time equivalent workforce.

	No.	Positions
Commencements in July 2025	0	
Completions in July 2025	1	Trainee Water Industry Operator
Cancellations in June 2025	0	Apprentice Plant Operator School Based Trainee Librarian

The table below details the subsidies claimed by Gwydir Shire Council for its current trainees and apprentices. These figures encompass the following government wage support programs:

- **Boosting Apprenticeship Commencements (BAC) Wage Subsidy**
- **Completing Apprenticeship Commencements (CAC) Wage Subsidy**
- **Priority Wage Subsidy:** This subsidy is available to employers of Australian Apprentices who are training toward occupations listed on the Australian Apprenticeships Priority List. Eligible employers may claim:
 - 10% of wages paid during the first and second 12-month periods (up to \$1,500 per quarter)
 - 5% of wages paid during the third 12-month period (up to \$750 per quarter)
- **Hiring Incentive:** This incentive supports Australian Apprentices undertaking a Certificate II or higher qualification that is *not* listed on the Australian Apprenticeships Priority List. Payments are made at both the 6- and 12-month marks, as follows:
 - \$1,750 for full-time apprentices
 - \$875 for part-time apprentices

Period	No. of employees	Claimed/Paid
Total Claimed for 2023/4 Financial Year		\$46,409.40
Total Claimed for 2024/5 Financial Year		\$54,046.13
July 2025	8	\$11,839.20

NSW Government 'A Fresh Start for Local Government Apprentices, Trainees & Cadets' Program

The NSW Government launched the 'A Fresh Start for Local Government Apprentices, Trainees & Cadets' funding program in line with its goal to increase the local government workforce and employ an additional 1300 apprentices, trainees and cadets. \$252.2 million over 6 years has been committed to directly support local councils and the local government sector to developing sustainable workforces. Successful applicants will receive funding that supports 100% of the applicable award wage for a new apprentice, trainee or cadet, as well as 15% of the on-costs associated with the new employee's hiring.

Gwydir Shire Council received approval for 7 positions from Round 1 of the program.

- Apprentice Mechanic (Warialda Workshop)
- Apprentice Plant Operator x 2
- Aged Care Trainee (Naroo Hostel)
- Trainee Early Childhood Educator (Bingara Preschool)
- Trainee Business Administrator
- Planner

7.4.3 SOCIAL SERVICES

Youth Services

Funding Body: NSW Department of Communities and Justice

Reporting Period: July 2025

Prepared by: Gwydir Shire Council – Youth Services Team

Overview

Throughout July, Youth Services focused on enhancing community engagement and supporting youth-led initiatives. The team continued to provide regular support services, collaborated with young people on upcoming events, and facilitated planning for a safe and inclusive youth movie night.

Youth-Led Movie Night Planning

Youth Services staff met with three local young people to begin organising a 15+ Movie Night, scheduled for Friday, 23 August 2025 at the Roxy Theatre. This initiative is designed to foster youth leadership and provide a safe, enjoyable social opportunity for young people aged 15 and over.

Key Details:

- A bus service will be arranged to transport attendees from Warialda, ensuring regional accessibility.

- The youth planning group is actively involved in movie selection and event promotion.
- Council will provide logistical and catering support to ensure the event's success.

Youth Exchange Program

The Gwydir & Willoughby Youth Exchange was held from Thursday, 3 July to Monday, 7 July 2025, offering participants a vibrant and immersive experience in rural community life.

Welcome Dinner – Thursday, 3 July

The exchange commenced with a Welcome Dinner hosted by the Friends of Touriandi. Attendees included:

- Councillors from Willoughby and Gwydir
- Mayor Tania Taylor and Mayor Tiffany Galvin
- Families and special guests Hugh and Rachel Whitfield

The evening provided a warm introduction to the Gwydir community and set a positive tone for the exchange.

Participants

- **13 students** from Gwydir
- **6 students** from Willoughby

Weekend Itinerary Highlights

Participants engaged in a variety of cultural and recreational activities, including:

- Visit to the Myall Creek Memorial and Orange Picking Ceremony
- Horse riding experience
- Attendance at the Orange Festival, featuring Prime7 coverage, Ute Muster, Rodeo and Fireworks
- Farm and Shire Tour hosted by the Perlman family in North Star
- Picnic lunch at Cranky Rock

Farewell Dinner – Sunday, 6 July

Hosted by Mayor Tiffany Galvin, the Farewell Dinner was a memorable conclusion to the exchange. Youth participants demonstrated outstanding hospitality and engagement, assisting with event preparations and hosting duties. A Q&A session with councillors from both councils encouraged thoughtful discussion on local governance and the contrasts between urban and rural communities.

Upcoming Initiatives

- **Youth Exchange** – Final preparations and continued communication with participating families

Supported Playgroup

Funding Body: NSW Department of Communities and Justice

Reporting Period: July 2025

Prepared by: Supported Playgroup Development Worker

Community Engagement

During July, Supported Playgroup welcomed Miss Helen and Miss Charlotte from the Warialda Town Library for Toy Library Story Time sessions. This new and ongoing partnership between the Toy Library and the Town Library presents a valuable opportunity to promote early literacy and strengthen community connections.

In addition, Warialda Local Playgroup generously donated two slimline sheds to support the storage needs of both the Toy Library and Tharawonga Daycare. These sheds represent a long-awaited improvement and will significantly enhance the management of resources and equipment.

Attendance

Attendance was lower than usual this month due to the service closure during the school holiday period. During this time:

- Staff provided additional educator coverage to support Daycare operations.
- Several team members took scheduled annual leave.

The closure period also enabled staff from Tharawonga Daycare and the Toy Library to conduct a comprehensive deep clean and reorganisation of the shared space. This effort has resulted in a refreshed and welcoming environment for children and families.

Activities and Child Development

Children participated in a variety of activities designed to support role play, social interaction, and gross motor development. A particular highlight was group play, where children collaboratively constructed imaginative shops and libraries using large foam blocks. These activities fostered:

- Creativity
- Cooperation
- Early problem-solving skills

Warialda Toy Library	June 2025	July 2025
Total daily attendance counts for children, adults (calculating each child, each day over the month – total points of contact).	38	8
Full borrowing memberships (new and/or renew)	1	0
Non-borrowing memberships (new and/or renew)		0
Casual borrowing memberships (new and/or renew)		0
Commemorative Birth Certificate applications received		0
Toys returned	6	1
Toys borrowed	1	0
Groups using the service (FDC carer, Pharmacy)	0	1
Monday group morning session x 2	0	0
Tuesday group morning session x 2	0	0
Wednesday group morning session x 4	6	0
Thursday group morning session x 4	18	8
Friday group morning session x 4	4	0

Bingara Toy Library

Funding Bodies: NSW Department of Communities and Justice and NSW Department of Education – Early Childhood Education and Care Directorate

Reporting Period: July 2025

Prepared by: Bingara Toy Library Team

Overview

July has been a refreshing and productive month for the Bingara Toy Library and Playgroup, marked by staff leave, program planning, and community engagement. The Toy Librarian took well-earned long service leave over the school holidays, allowing the team to recharge and prepare for an exciting term ahead.

A key development this month is the reduction of playgroup membership fees to \$20 for the financial year, making participation more accessible for families and encouraging broader community involvement.

Playgroup Activities Delivered

Children engaged in a variety of play-based and developmental activities, including:

- Sensory items on mat
- Mini train track with wooden figures and scenery
- Room resources and toys
- Mini kitchen with tea set
- Crayons, pencils, and paper
- Playdough
- Books from Public Library boxes and Storytime sessions
- Big book stories and nursery rhymes
- Shape matching games
- Tummy time with sensory items

These activities supported early learning, creativity, and social interaction in a safe and welcoming environment.

Family Support and Engagement

Playgroup sessions also provided opportunities for informal family support and peer sharing. Highlights included:

- Discussions around self-care and sharing responsibilities with partners
- Recommendations shared by families, including:
 - *Babies* documentary on Netflix
 - Osmolax for childhood constipation

This information was displayed on the whiteboard for all families to access.

Guest Speaker Session

The Toy Library welcomed a Continence Nurse from Narrabri Community Health, who addressed topics including:

- Potty training
- Bed wetting
- Constipation
- General child health

Families were encouraged to ask questions, and each received an information booklet provided by the nurse.

KOOL SKOOL KIDS Program

The KOOL SKOOL KIDS Program resumed on Tuesday, 22 July, following the school holidays and a pupil-free day. Children participated in a range of engaging activities over three days:

- Lego
 - Go Fish
 - Drawing
 - Puzzles
-

- Free play with room toys
- Bean bag games
- Group discussion about holiday experiences

Upcoming Events and Services

- Visit from Mental Health & Wellbeing Nurse – August
- Rural Outreach Service – Two visits scheduled this term
- Book Week celebration with Public Library – 19 August
- Women's Health Week event with guest speaker – later this term
- Rescheduled speech presentation – 2 September 2025
- Dietitian session on healthy eating for children – later this term

Particulars	June 2025	July 2025
Total daily attendance count for children, (calculating each child, each day over the month –total points of contact).	38	50
Full borrowing memberships (new and/or renew)	0	0
Non borrowing memberships (new and/or renew)	0	0
Casual borrowing memberships (new and/or renew)	0	0
Commemorative Birth Certificate – Voucher memberships	0	0
Toys returned	0	2
Toys borrowed	1	0
Children/Group using the service (FDC carer, pharmacy)	1	0
Monday group morning session x 2	17	31
Tuesday group morning session x 2	15	4
Wednesday group morning session x 2	16	20
KSK group afternoon session x 3	15	19

Bingara Preschool

Funding Body: NSW Department of Education – Early Childhood Education and Care Directorate

Reporting Period: July 2025

Prepared by: Bingara Preschool Team

Attendance Summary

Day	Number of Children Attending
Monday	20
Tuesday	20
Wednesday	23
Thursday	24
Friday	12

Orange-Themed Week and Community Engagement

During the first week of July, Bingara Preschool celebrated the community's living memorial orange trees with a series of enriching, orange-themed experiences. Children and educators participated in discussions, tuff tray activities, storytelling, and visual art projects. These artworks were exhibited at the local library, offering children a platform to share their creativity with the wider community.

In the lead-up to the Orange Picking Ceremony, children picked oranges from the Preschool's memorial tree, fostering a meaningful connection to nature. A particularly touching moment occurred when a former student visited the Preschool with his wife to reflect on his time at the Service and visit the memorial chair dedicated to his late mother—an experience that deepened the week's sense of community and continuity.

On Friday, 4 July, children, families, and educators attended the annual Orange Picking Ceremony and the Orange Festival. Children performed "I Can Sing a Rainbow" using Key Word Sign and "Hop Little Bunnies," showcasing their confidence and enthusiasm.

EYLF 2.1: The team builds strong connections between the Early Childhood setting and the local community.

Assessment and Rating Outcome

In June, Bingara Preschool underwent a full Assessment and Rating process conducted by a Senior Officer from the Department of Education. The review covered all seven National Quality Standards, with practices verified against the Service's Self-Assessment report.

The Preschool proudly achieved a final rating of Exceeding the National Quality Standards, released on Monday, 25 July. This recognition reflects the team's dedication, professionalism, and commitment to delivering high-quality outcomes for children and families.

EYLF Principle: *Collaborative Leadership and Teamwork* – All educators exercise leadership in their daily work with children, families, and colleagues.

Annual Preschool Photography

On 30 and 31 July, Bingara Preschool welcomed its long-standing photographer for the seventh consecutive year. The session captured both individual and group photographs, celebrating friendships and each child's unique personality. The event generated excitement among children and provided families with treasured keepsakes.

EYLF Practice: *Holistic, Integrated and Interconnected Approaches* – Educators attend to each child's wellbeing and learning across all developmental domains.

4-Year-Old Health Screenings

An Occupational Therapist from Brighter Beginnings visited the Preschool to conduct developmental screenings for children aged 4–5. Assessments included gross and fine motor skills, speech, language, memory recall, height, weight, and dental concerns.

This year, Brighter Beginnings piloted an online consent form system using QR codes. The initiative was well received and praised for its efficiency by both families and educators.

EYLF Practice: *Assessment and Evaluation for Learning, Development and Wellbeing* – The team engages in ongoing cycles of observation, documentation, and reflection.

NAIDOC Week Celebrations

In the first week of Term 3, Bingara Preschool celebrated NAIDOC Week with a range of experiences that deepened children's understanding of Aboriginal and Torres Strait Islander cultures. Activities included:

- Listening to Dreamtime stories
- Practicing Gamilaraay language
- Painting with natural colours
- Listening to Indigenous lullabies

These experiences supported respectful engagement and cultural learning.

EYLF 5.2: Children engage with stories and traditions of Aboriginal and Torres Strait Islander peoples.

Educational Leadership and Professional Development

On Monday, 21 July, the team participated in a professional development webinar focused on critical reflection, a key component of the National Quality Standard. The session served as a refresher for existing educators and an introduction for trainees.

The Educational Leader continues to mentor and support educators and trainees studying Certificate III and Diploma qualifications. Dedicated time is provided for study support, reinforcing the Service's commitment to professional growth.

NQS 7.2.2: Educational leadership supports the development and implementation of the educational program and planning cycle.

Tharawonga Mobile Resource Unit Monthly Report

Funding Body: Australian Government Department of Education

Reporting Period: July 2025

Prepared by: Tharawonga Mobile Resource Unit Team

Attendance Summary

Day	Venue	Number of Children	Extra Casual Places
Monday	Croppa Creek	15	0
Tuesday	North Star	19	0
Wednesday	Yallaroi	19	1
Thursday	Yetman	08	0
Friday	Warialda	08	0

Overview

This report covers the first two weeks of Term 3, following a school holiday break during which the service was not operational. During this period, the service acquired new educational and learning resources through both the service budget and fundraising efforts. Educators observed high levels of engagement and enthusiasm from children, with the new materials contributing positively to program development and child-led learning.

Significant Celebrations

NAIDOC Week

As NAIDOC Week occurred during the school holidays, celebrations were incorporated into the first week of Term 3. Children participated in culturally responsive experiences including:

- Damper making
- Art and craft activities
- Threading experiences
- Storytelling
- Music and movement

These activities supported children's understanding and appreciation of First Nations cultures.

EYLF Outcome 2: Children are connected with and contribute to their world.

School Transition

The transition-to-school focus this term has emphasized following specific instructions during intentional learning activities.

At North Star Public School, a formal 13-week transition program has commenced. Six children attending the Tuesday venue are participating.

EYLF Outcomes:

- Outcome 1: Children have a strong sense of identity
- Outcome 4: Children are confident and involved learners
- Outcome 5: Children are effective communicators

Venue Highlights

Croppa Creek

- Service did not operate on the first Monday due to a pupil-free day.
- A new family enquiry was received.
- Children engaged in dramatic play in a pretend doctor's surgery using keyboards and phones.
- Outdoor play included walking on stepping stones and scooting—reintroducing scooters into the program.
- Fine motor skills were developed through threading, magnetic construction, and puzzles.

EYLF Outcomes:

- Outcome 3: Children have a strong sense of wellbeing
- Outcome 4: Children are confident and involved learners

North Star

- Enrolment increased with one family attending multiple venues and another completing orientation.
- Venue reached full capacity of 20 children.
- Indoor activities were promoted in outdoor spaces using clipboards and drawing tools.
- Children demonstrated creativity and knowledge transfer using magnetic construction materials.
- Continued collaboration with North Star School included decorating sea creatures for display in the library.

EYLF Outcome 4: Children are confident and involved learners

Yallaroi

- Casual bookings from an existing family have resulted in consistent full attendance.
- Introduction of a “news bag” encourages children to share special items, promoting language and confidence.
- Children celebrated Pyjama Day with themed art and craft activities.

EYLF Outcome 5: Children are effective communicators

Yetman

- Enrolment increased with the arrival of a new child.
- Children participated in “Shake Your Sillies Out,” a music and movement experience.
- Outdoor kitchen play fostered collaboration and imaginative learning.
- Indoor dramatic play included role-playing as doctors and receptionists.

EYLF Outcome 1: Children have a strong sense of identity

Warialda

- Strong partnership with the local school continues, with older children reading and playing with younger peers.
- New balls in the outdoor area sparked excitement and teamwork during soccer games.
- Storytime with “Who Sank the Boat?” led to rich discussions on weight, balance, and cause and effect, supporting early science and mathematical thinking.

EYLF Outcome 4: Children are confident and involved learners

Tharawonga Mobile Resource Unit – Day Care

Funding Body: Australian Government Department of Education

Reporting Period: July 2025

Prepared by: Tharawonga Mobile Resource Unit – Day Care Team

Attendance Summary

Day	Venue	Number of Children	Extra Casual Places
Monday	Warialda	7	0
Tuesday	Warialda	8	0
Wednesday	Warialda (Week 1)	8	2
Wednesday	Bingara (Week 2)	9	2
Thursday	Bingara	13	0
Friday	Bingara	12	0

Overview

The Service Manager and Director are actively working to expand care availability across both Warialda and Bingara in response to ongoing high demand. A steady stream of enquiries reflects the growing need for flexible and accessible early childhood education and care in the region.

Significant Celebrations and Learning Experiences

NAIDOC Week – Early Learning Program

Due to service closure during the official NAIDOC Week, celebrations were held earlier. Children engaged in sensory and creative activities inspired by Aboriginal culture, including:

- Sensory tubs with black beans, yellow split peas, pasta, gum leaves, bottlebrush flowers, and gumnuts
- Cotton tip painting using red, yellow, black, and brown
- “Echidna” playdough with matchsticks
- Storytime featuring *Black Fella White Fella*

These experiences fostered cultural awareness and connection in an age-appropriate and engaging way.

EYLF Outcome 5.2: Children listen to and discuss stories about Aboriginal and Torres Strait Islander history, culture, sustainability, customs, and celebrations.

Bingara Orange Picking Ceremony

Children and educators participated in Bingara’s annual Orange Picking Ceremony, a living memorial honouring local servicemen and women. Babies and families walked to the Bingara RSL for the service, followed by orange picking along Finch Street. This meaningful tradition connected children to the community’s history in a gentle and respectful way.

EYLF Outcome 2: Children are connected with and contribute to their world.

Pyjama Party Week

Both services celebrated Pyjama Week, combining fun with a fundraising initiative supporting children in foster care. Families contributed via an online donation link. Children wore pyjamas daily and decorated themed templates, promoting self-expression, empathy, and community spirit.

EYLF Outcome 1: Children have a strong sense of identity.

Staffing Update

A new full-time educator has joined the team, bringing fresh energy and support. Recruitment is ongoing to meet the growing needs of both communities. The team remains committed to delivering high-quality care and consistent learning experiences.

Venue Highlights

Warialda

- A new family commenced this term following orientation.
- Casual care is now offered fortnightly on Wednesdays, increasing flexibility.
- Educators are promoting healthy eating through small group Storytime discussions.
- Fine motor development is supported through activities such as clock puzzles and sensory play with paddle pop sticks.
- Children are exploring numbers and farm animals through interactive play.

EYLF Outcome 3: Children have a strong sense of wellbeing.

Bingara

- One child transitioned to Preschool after turning three; a new family also commenced this term.
- Due to weather, an indoor obstacle course was set up to support gross motor development, instruction-following, and turn-taking.
- Educators focused on colour and animal recognition through visual and musical activities.
- Fine motor skills were developed through threading, stacking, and sorting tasks.
- Art and craft activities encouraged coordination and crossing the midline.

EYLF Outcome 3: Children have a strong sense of wellbeing.

Supported Playgroup Development Worker

Funding Body: NSW Department of Communities and Justice

Reporting Period: July 2025

Prepared by: Supported Playgroup Development Team

Community Engagement

The playgroup was delighted to welcome Miss Helen and Miss Charlotte from the Warialda Town Library for a series of Toy Library Story Time sessions throughout

the month. This new and ongoing partnership between the Toy Library and the Town Library is a valuable initiative that promotes:

- Early literacy development
- Community connection
- Shared resource use across local services

In addition, the Warialda Local Playgroup generously donated two slimline sheds to support storage needs. These sheds will significantly enhance resource management for both the Toy Library and Daycare, addressing a long-standing infrastructure need.

Attendance

Attendance was lower than usual this month due to:

- **School holiday closure** of the service
- **Staff redeployment** to support Daycare operations
- **Annual leave** taken by several team members

Despite reduced attendance, the closure period was used productively. Staff from Tharawonga Daycare and the Toy Library collaborated to conduct a deep clean and reorganisation of the playgroup space. This effort has resulted in a refreshed and welcoming environment for families and children.

Activities and Learning Experiences

Children participated in a variety of activities designed to support:

- **Role play and social interaction**
- **Gross motor development**
- **Creative and cooperative learning**

A standout experience was group play, where children used large foam blocks to collaboratively build imaginative shops and libraries. These sessions encouraged:

- Creativity and imaginative thinking
- Early problem-solving skills
- Teamwork and cooperation

Centrelink

Funding Body: NSW Department of Communities and Justice

Reporting Period: July 2025

Staffing Update

This month Centrelink welcomed a new employee who stepped in to cover the regular agent's leave. They thoroughly enjoyed the three-week period and coped very well with the workload, quickly adapting to the role and service demands.

Service Activity and Observations

It was a particularly busy month, with a high volume of client enquiries and support needs. We continue to observe that the Centrelink data system does not adequately capture the complexity and variety of issues that come through the door, which can impact the ability to log accurate service data.

Bingara Neighbourhood Centre

Funding Body: NSW Department of Communities and Justice

Reporting Period: July 2025

Bingara Neighbourhood Centre continues to assist community groups with grant applications and attend to the needs of the general public through advocacy and referral to other services.

The Bingara Sporting Club were successful in their application for funding through Golf NSW and have completed the required works on the golf course. The club was assisted with the application and acquittal process.

S355 Committee – Bingara Community Op Shop

Meeting Summary

Date: Monday, 21 July 2025

Attendance: Approximately 12 members

Prepared by: Bingara Community Op Shop Committee

Meeting Overview

The regular monthly meeting was held with strong attendance and engagement. The meeting commenced with the acceptance and discussion of the June meeting minutes, which were unanimously approved.

Membership & Committee Nominations

- Members were reminded that annual membership renewals are now due.
- Nominations are currently open for key committee positions, including President and Vice President, in preparation for the Annual General Meeting scheduled for Monday, 18 August 2025.
- Members are encouraged to consider nominating or supporting candidates to ensure continued strong leadership.

Community Pantry Update

- The Community Pantry continues to provide essential support to local residents, with approximately six individuals accessing the service each week.
- Donations from IGA remain consistent and generous, helping to sustain this valuable initiative.

Volunteer Recruitment

- A volunteer call-out was issued via a local radio announcement to encourage broader community involvement.
- The committee welcomes new volunteers and appreciates the ongoing dedication of current team members.

Silver Service Feedback

- The committee is pleased to report significant improvements in Silver Service response times.
- All calls placed during the month were answered within five minutes, and the assistance provided was described as helpful and efficient.
- The committee extends its appreciation to the Silver Service team for their continued support.

CONSULTATION

Consultation has occurred within the Corporate and Community Development Directorate.

POLICY IMPLICATIONS

Policy implications are those relating to the 2024/2025 Operational Plan and the Policies of Gwydir Shire Council.

FINANCIAL IMPLICATIONS

The activities carried out by the Corporate and Community Services Department are in line with the 2024/2025 Operational Plan.

STRATEGIC IMPLICATIONS

The activities undertaken by the Corporate and Community Services Department regarding social and environmental factors are targeted in line with the 2024/2025 Operational Plan.

OFFICER RECOMMENDATION

THAT the report be received.

ATTACHMENTS

Nil

COUNCIL RESOLUTION:

THAT the report be received.

(Moved Cr Adrian Willmot, Seconded Cr Rachel Sherman)

CARRIED

For: Cr Adrian Willmot, Cr John Bishton, Cr Michael Collins, Cr Rachel Sherman, Cr Scot Crispin, Cr Sean Coleman and Cr Tiffany Galvin

Against: Nil

7.5 Technical Services Report

File Reference:	NA
Goal:	5. Organisational management
Outcome:	2.1 Our economy is growing and supported
Strategy:	2.1.1 Plan for and develop the right assets and infrastructure
Author:	Alexander Eddy, Director of Engineering Services

STAFF DISCLOSURE OF INTEREST

Nil

IN BRIEF/SUMMARY RECOMMENDATION

This report is for reception

TABLED ITEMS

Nil

BACKGROUND

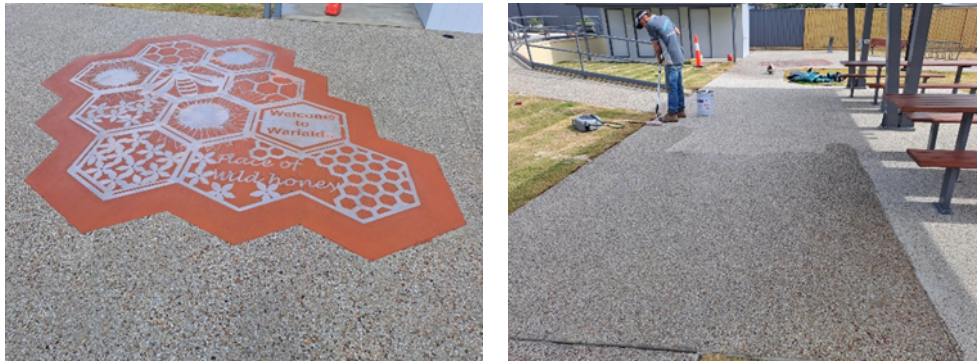
The Monthly Technical Services report has been identified by Council as the process of reporting the activities carried out monthly by the Technical Services Department. This report is for the month of July 2025.

TECHNICAL SERVICES

July 2025

Warialda CBD Park

Works at the park are nearing completion, with new inlays successfully installed. The concrete pathways have been acid-washed and sealed, enhancing durability and appearance. Stainless-steel bollards have been placed at the existing Hope Street driveway to prevent vehicle access; these are removable to allow for future conversion into a designated disabled parking space. Notification has been received regarding the installation of a new power meter, and the stainless-steel wall art for the feature wall has been fabricated and is expected to be installed by mid-August.



Warialda CBD Park

Parks And Gardens

The Parks and Gardens team has successfully delivered a wide range of maintenance and improvement works across the shire. These efforts enhance public safety, improve infrastructure and contribute to the overall presentation of our towns and recreational spaces.

Infrastructure and Repairs

- Replaced culvert pipe at 6 Mile Hill (RR63)
- Reformed drain on Heber Street, Bingara
- Emergency heavy patch at "Claremont" (RR63)
- Heavy patch at 3 Mile Hill (RR63)
- Installed retaining wall along Naroo footpath
- Repaired play equipment
- Completed footpath repairs in Warialda and Bingara
- Installed security cameras at Hope Street Green Space

Grounds Maintenance and Safety

- Slashed fire zone at Warialda Rail
- Removed hazardous tree on Gragin Road
- Installed bollards at the cemetery
- Slashed and maintained training power lines
- Cleaned and tidied Warialda depot yard

Enhancements and Installations

- Completed inlays at Hope Street
- Installed flag poles at Naroo
- Installed perimeter fence around Gravesend Oval

All parks and gardens continue to be regularly maintained. Routine tasks include mowing, weed control, irrigation, hedging and trimming. Public toilets are cleaned daily, and staff continue to maintain sporting fields and facilities to support local sporting groups and schools.

Maintenance Grading and Resheeting

In July, maintenance grading and resheeting were carried out on the following roads:

- Mosquito Creek Road
- Blue Nobby Road
- Yallaroi Road
- Kirewa Road
- Eulourie Road
- Gil Gil Creek Road
- Croppa Creek Road
- Gragin Road
- Thornleigh Road

Gwydir Shire Council manages an extensive road network spanning approximately 2,400 kilometres, of which over 1,800 kilometres are unsealed gravel roads

Regular grading and resheeting are essential to maintain safety, accessibility, and longevity of these assets, especially following adverse weather events.

Slashing

Slashing operations during July were completed on:

- North Star Road
- Bruxner Way
- Baroma Downs Road
- Getta Getta Road
- Croppa Creek Road
- Gwydir Highway

Vegetation control through slashing improves visibility, reduces fire hazards, and maintains the integrity of roadside infrastructure.

County Boundary Road

This project is jointly funded by the Federal Government's Roads of Strategic Importance (ROSI) Program, contributing \$9.75 million, with an additional \$2.44 million provided by Council. Construction has resumed on Stage 4, which covers the final 3-kilometre section near Pallamallawa. Completion is anticipated by October 2025.

Maintenance

General maintenance continues on Regional and State roads, including vegetation control, slashing, brush cutting and spraying of guideposts, guard rails and sign maintenance.

Sealed road maintenance is ongoing on all State, Regional and Local Roads as potholes continue to develop.

Landfills

Landfill inspections were conducted throughout July. Vandalism of security cameras remains an ongoing issue. To address this, upgrades are planned to install more

robust cameras mounted higher on poles, making them more visible yet harder to tamper with.

All Gwydir Shire landfills are scheduled for a comprehensive cleanup in the coming weeks. The recent acquisition of a tipper and tag low-loader will facilitate more frequent and efficient maintenance operations.

Asset Protection Zone Maintenance

A grant application has been submitted to the Rural Fire Service (RFS) for continued funding to support Asset Protection Zone maintenance for the 2025/26 financial year. These zones are vital for reducing bushfire risks and protecting community infrastructure.

Roads Maintenance Council Contract – TfNSW Work Orders

All Work Orders issued by Transport for New South Wales (TfNSW) are delivered under the Roads Maintenance Council Contract as quality-assured, schedule-of-rates projects. These works are carried out by Council staff in accordance with TfNSW specifications.

Following the completion of construction staff inductions, all personnel have reviewed updates to Work Health and Safety (WHS) protocols, management plans, forms, and software systems. Compliance documentation has been submitted to TfNSW.

Work proposals and budget estimates are currently being prepared, with consideration for potential additional funding. Upcoming ordered works include:

- Rehabilitation Project – HW12 Gwydir Highway
- Replacement of subgrade material, pavement widening, overlay with DGB20 roadbase, and application of a bitumen primerseal wearing surface. These works will be completed by Council construction staff.
- Reseal Program
- Targeting four segments across HW12 Gwydir Highway and MR63 Fossickers Way.
- Heavy Patching Program
- Extensive patching works planned for MR63 Fossickers Way and HW12 Gwydir Highway, with strong prospects for additional funding.
- Guardrail and Rest Area Upgrades
- Replacement of non-compliant guardrails, end terminals, and outdated roadside furniture.

Contractor engagement is underway for remaining ordered works, with tenders scheduled for advertisement before the end of July.

Routine maintenance continues weekly, including:

- Road inspections
- Rest area servicing
- Vegetation control
- Guardrail and bitumen repairs

Additional funding this year is supporting enhanced vegetation removal within the 6-metre clear zone and drainage upgrades.

Water And Sewer

Water and Sewerage operators perform routine operational tasks across the shire, including:

- Water quality testing
- Grounds maintenance at water treatment plants, reservoirs, sewerage treatment plants, and pump stations
- Maintenance of the Warialda truck wash and associated ponds

Reactive maintenance includes:

- Service line repairs
- Water main breaks
- Sewer blockages

All activities are logged in a central database, which supports:

- Identification of recurring failure points
- Strategic planning for future repairs
- Asset condition rating for annual performance reporting to the State Government

July 2025 Water and Sewer Works Summary

Classification	Total
Meter Replacement	5
New Service Line	2
Service Line Repairs	17
Sewer Block	11
Sewer Pump Block	0
New Sewer Connection	1
New Water Connection	2
Main Break	1
Stop valve repairs	0
Manhole Repairs	0
Equipment Repairs	8
Hydrant Repairs	1
Customer Request Response	7

Other Work	23
Total	78

In July, the Gravesend water supply experienced disruptions due to issues with the Redbank bore. Emergency water restrictions were implemented, and multiple truckloads of water were transported from Warialda to maintain supply during the repair period.

The submersible pump was removed and a drill rig was mobilised to air scour the bore casing in an effort to restore flow. The procedure was successful, with flow reinstated. The reduced performance was attributed to siltation caused by previous flood events, which had restricted the natural gravel filtration.

Additional Water and Sewer Works

Throughout July, further maintenance and operational tasks were carried out at the following locations:

- The Roxy
- Showground
- Golf Course Pump
- Warialda Truckwash
- Bingara Cemetery
- Heber Street stormwater drains
- The Living Classroom
- CWA Park
- Cunningham Street access ramp
- Bingara Depot

These works supported the continued functionality and safety of water and sewer infrastructure across the shire.



Redbank Bore Repairs

Warialda Truck Wash

During July, the Warialda truck wash facility serviced 186 trucks, with an average wash-down time of 57 minutes per vehicle. A total of 946 kilolitres of water was used throughout the month. The estimated income for the reporting period was \$13,885.00, excluding monitoring fees and operational expenses.

Bingara Showground

A new shade sail has been installed at the Bingara Showground in preparation for race day. This installation was completed under a storm damage insurance claim.



CWA Public Toilet Access Ramp

Multiple service requests were received to improve accessibility to the CWA public toilets. In response, work commenced this week with the removal of the non-compliant access ramp. A new ramp and handrails are scheduled to be installed within the next two weeks, ensuring compliance with accessibility standards and improving community access.



Cunningham Street Access Ramp

Plant

Purchases:

- Triaxle Tag for landfill operations

Disposals:

- P1952 – Toyota Prado – sold
- P1897 – Toyota Kluger – sold
- P1894 – Ford Ranger – sold
- P1624 – Ford Ranger – sold



Triaxle tag trailer for Landfill Operations

Workshops and Depots

Workshop Services and Jobs	May	Jun	Jul
Total number of services in Workshops	18	20	23
Total number of repairs in Workshops	146	105	137

Major repairs and maintenance undertaken in the workshops during July included:

P1789 – Backhoe alternator repairs

P1933 - Lime spreader - RMS inspection and power steering repairs

P1065 – Loader - alternator repairs

P2033 - Truck replace front spring shackles and bushes

P1789 - Backhoe repair coolant leak

P1713 – Jet patcher – repair to conveyor belt system

P1917 – Truck - repairs to electric tarp

P1081 - Tractor - replace universal joints to front tail shaft

P1788 – Grader - repairs to GPS system

P1951 - Trailer Koala - repair lights adjust wheel bearings

P1690 – Grader – hydraulic rebuild of ripper ram

P1065 – Loader - repairs to transmission

P1663 - Rock crusher – wearing surfaces hard face and replace chains

P1950 - Skid steer - repairs to broom

P1691 – Loader - repairs to auto greaser lines

P1994 - Slasher - repairs

P1446 - Jet patcher – repairs to hydraulics to broom arm r

P1952 - Ute replace front disc rotors

P1736 - Mower fit new cooling fan, fit new ignition coil spark plugs and repair roof

P1933 - Slasher repairs to trailing wheel

P1841 – Excavator - repair hydraulic tank

P1700 - Woodchipper fit replace drum tensioner spring

CONCLUSION

The activities carried out by the Technical Services Department are in line with the 2025/26 Management Plan and as otherwise directed.

CONSULTATION

Consultation is carried out within the Technical Services Department during the monthly Technical Services Team Meetings and with other relevant persons.

OFFICER RECOMMENDATION

THAT the report be received.

ATTACHMENTS

Nil

COUNCIL RESOLUTION:

THAT the report be received.

FURTHER that The Warialda Truck Wash be closed until 22 September 2025 to allow for coagulant dosing and necessary upgrades.

(Moved Cr John Bishton, Seconded Cr Sean Coleman)

Cr Willmot left the Council Chambers at 2.50pm and returned at 3.00pm. Cr Willmot did not participate in the discussion and did not vote.

CARRIED

For: Cr John Bishton, Cr Michael Collins, Cr Rachel Sherman, Cr Scot Crispin, Cr Sean Coleman and Cr Tiffany Galvin

Against: Nil

7.6 Business and Strategy Report

File Reference: NA

Delivery Program

Goal: 3. An environmentally responsible shire

Outcome: 3.1 Our community understands and embraces environmental change

Strategy: 3.1.1 Encourage respectful planning, balanced growth and good design

Author: Justin Hellmuth, Director of Business and Strategy

STAFF DISCLOSURE OF INTEREST Nil

IN BRIEF/SUMMARY RECOMMENDATION

This report is for reception.

TABLED ITEMS Nil

BACKGROUND

7.6.1 PLANNING & DEVELOPMENT MONTHLY REPORT

July 2025

The following Development (D/A) and Development Modification (s4.55) applications were approved during the month of July 2025.

No.	Property Description	Development/Work	\$	DA	s4.55
DA 46/2024	4115 Elcombe Road Bingara	4-bay shed with attached awning	\$70,000	✓	
DA 2025/10	2513 Getta Getta Road North Star	3000 Head Cattle Feedlot - staged development	\$1,406,048	✓	
DA 2025/12	3 Faithful Street Bingara	2-lot Torrens title subdivision	\$19,624	✓	
DA 2025/16	23 Moore Street Bingara	Manufactured home & shipping container	\$215,654	✓	

There were no Development (DA) or Development Modification (s4.55) applications approved in the previous months and not previously reported to Council.

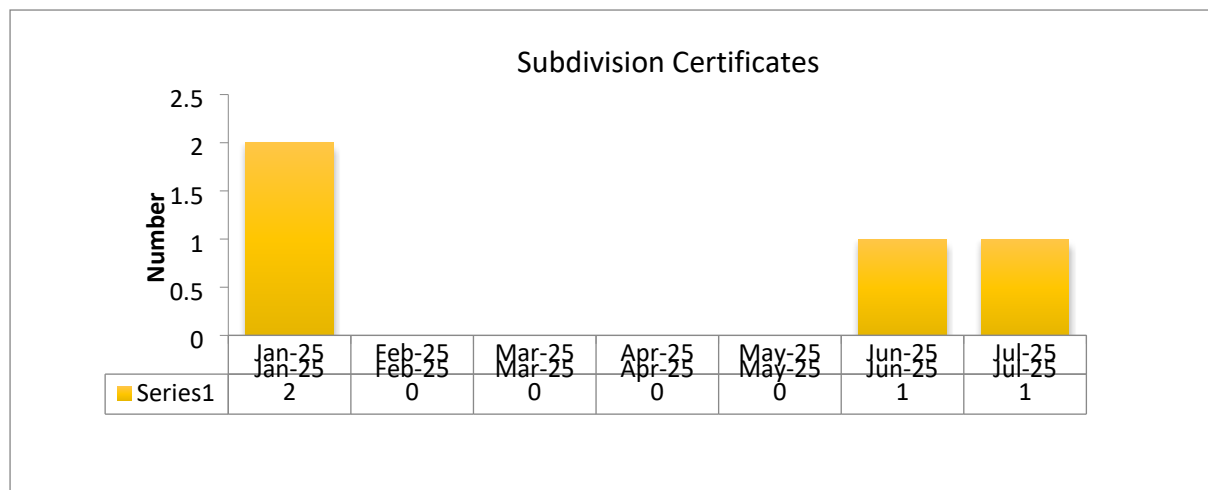
There was one Development (DA), or Development Modification (s4.55) application(s) that were returned to the applicant prior to lodgement (RET) or withdrawn (W) during the month of July 2025.

No.	Property Description	Development/Work	\$	DA	s4.55
N/A	Bingara Saleyards 328/-/727843 and 15/-/821211	10 Lot Subdivision	Not provided	DA	Withdrawn - significant changes to scope of work - to be resubmitted

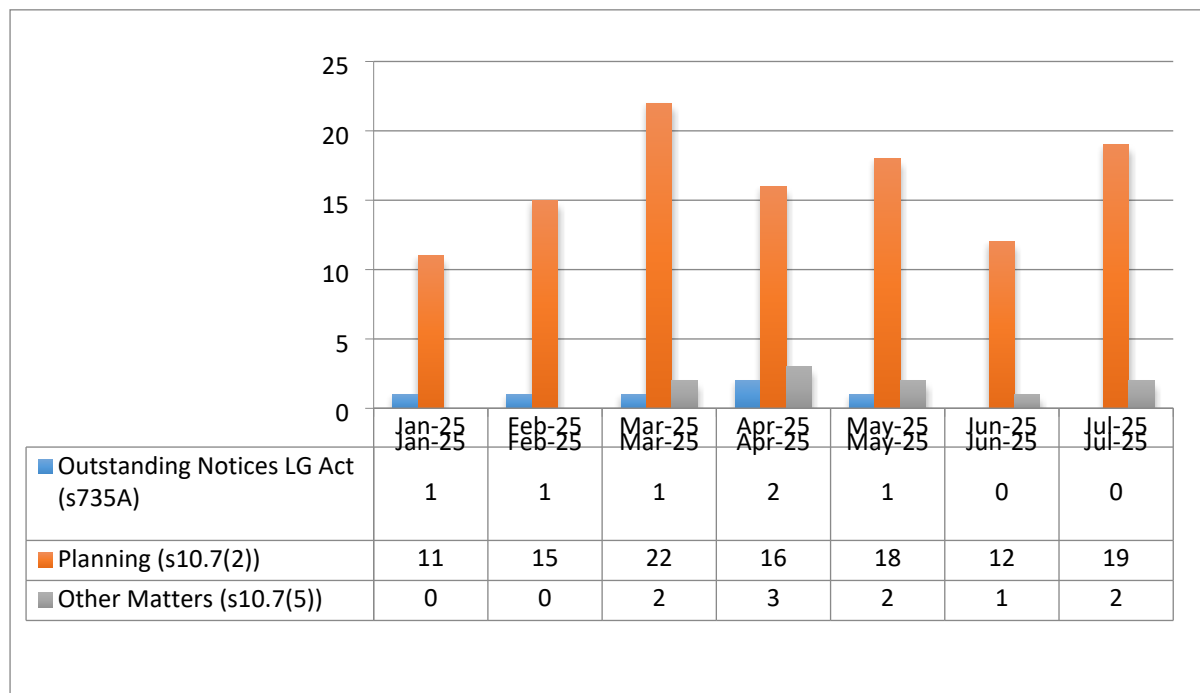
There were no Development (D/A) applications determined where there has been a variation in standards under clause 4.6 of the Gwydir Local Environmental Plan 2013 during the month of July 2025.

The attached table shows all Development (D/A) and Development Modification (s4.55) applications that were submitted on the NSW Planning Portal, that were lodged with Council after the payment of lodgement fees and those that remain unlodged with Council, during and prior to 31 July 2025 and remain undetermined as at the 31 July 2025:

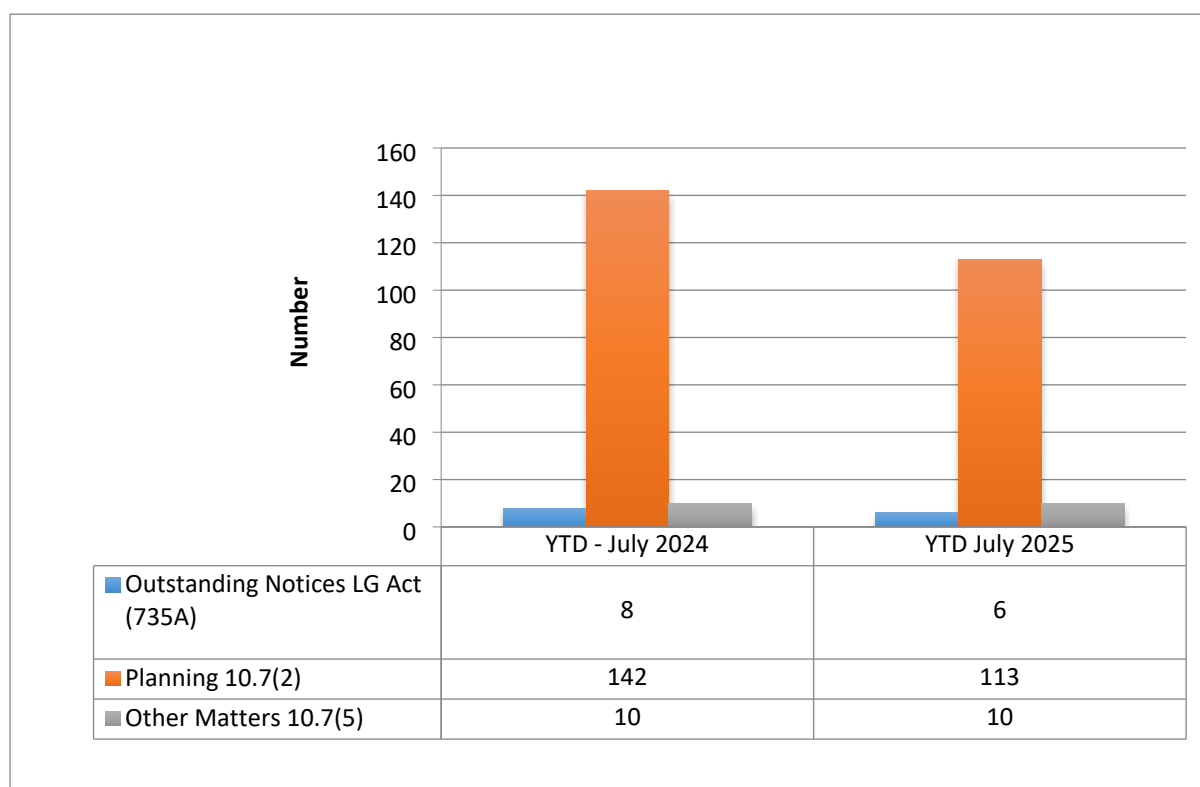
The following graph shows the Subdivision Certificates issued during the month of July 2025 and in the preceding six months.



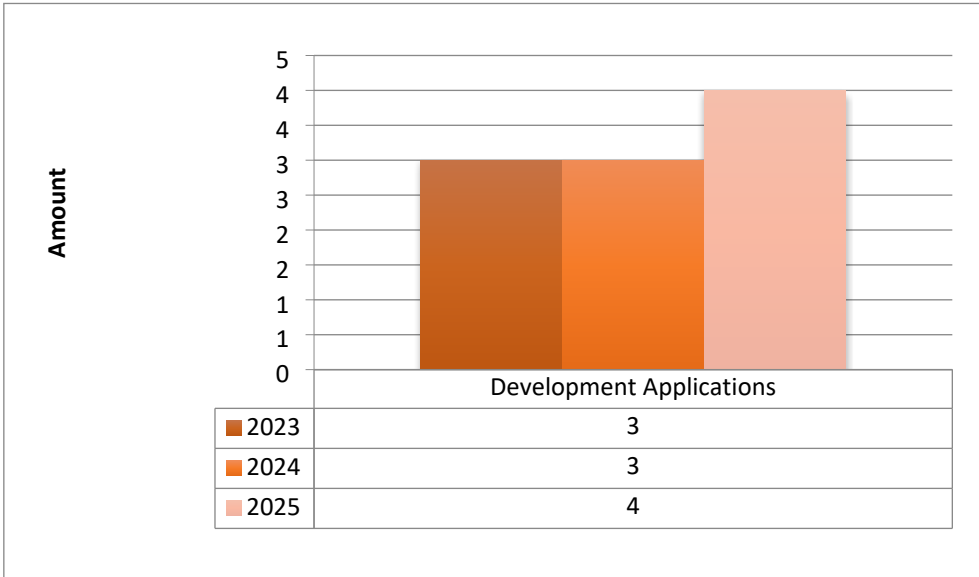
The following graph shows the Conveyancing Certificates issued during month of July 2025 compared to the previous six months:



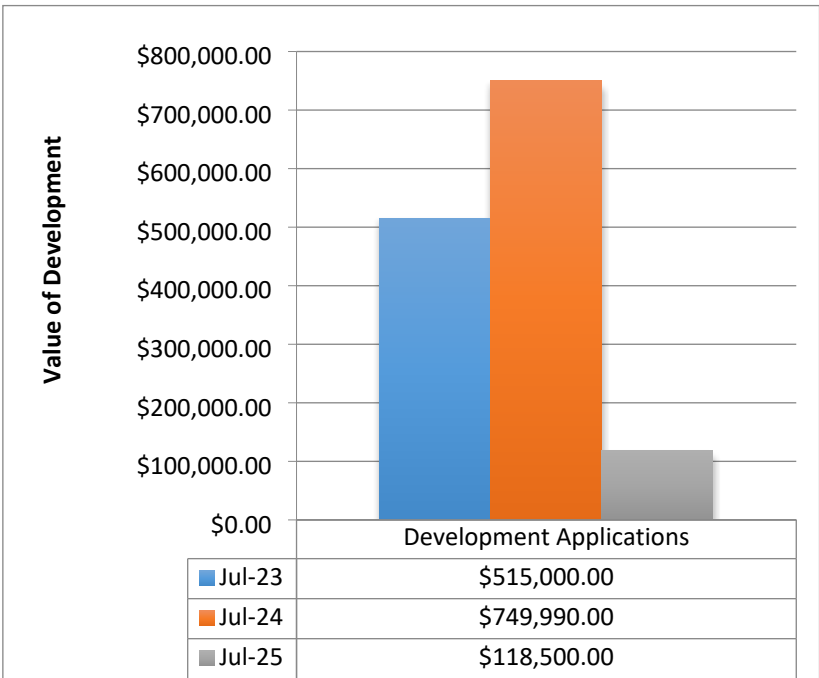
The following graph shows the Conveyancing Certificates issued up to and including the month of July 2025 compared with the same period in 2024:



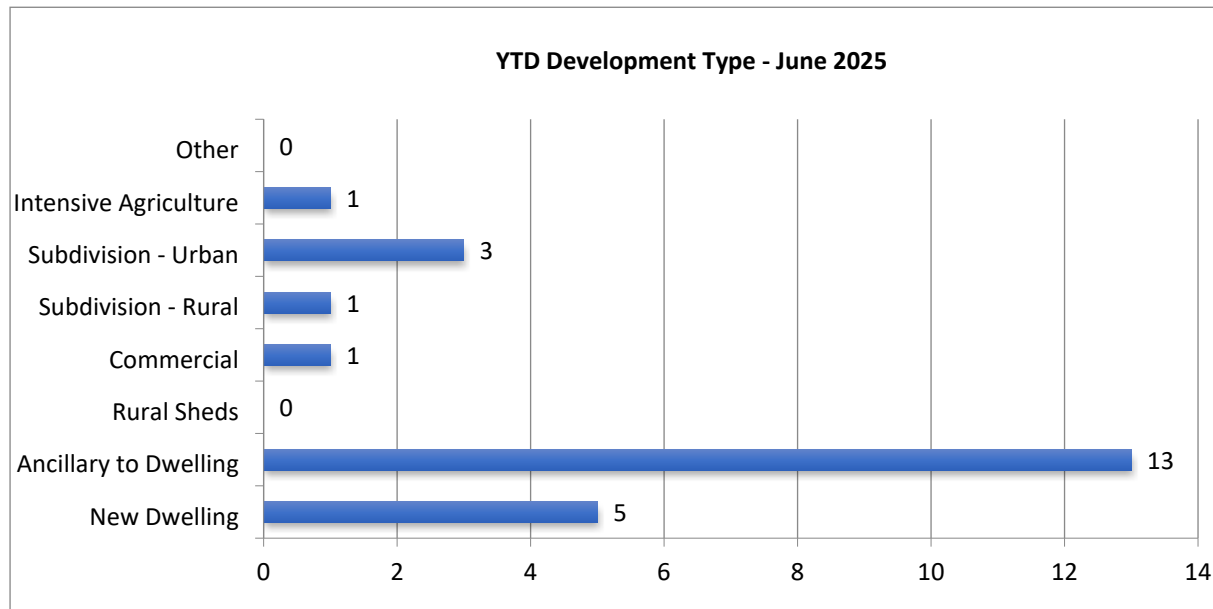
The table below shows a comparison between total development applications (excluding s4.55 modification applications) lodged during the month of July 2025 compared to the same period in the previous two years:



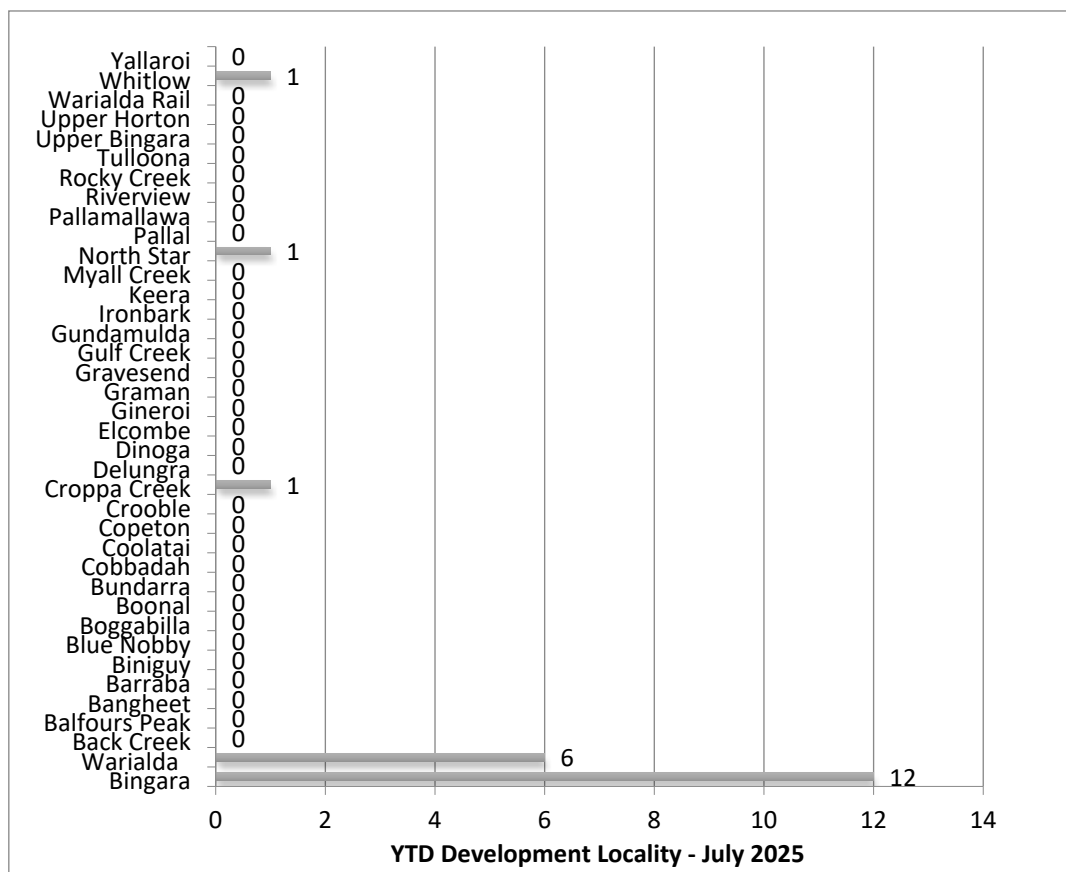
The table below shows a comparison between total value of development applications (excluding s4.55 modification applications) lodged during the month of July 2025 compared to the same period in the previous two years.



Development Applications (excluding s4.55 modification applications) lodged for the year by type – YTD July 2025:



Development Applications (excluding s4.55 modification applications) lodged for the year by locality – YTD July 2025:



Note: the difference in the number of applications lodged by type and total applications lodged is attributed to applications for multiple development types ie: dwelling and shed.

The Planning and Development Department Report for July 2025 was compiled with information available at the time of writing the report.

7.6.2 BUILDING SERVICES MONTHLY REPORT

July 2025

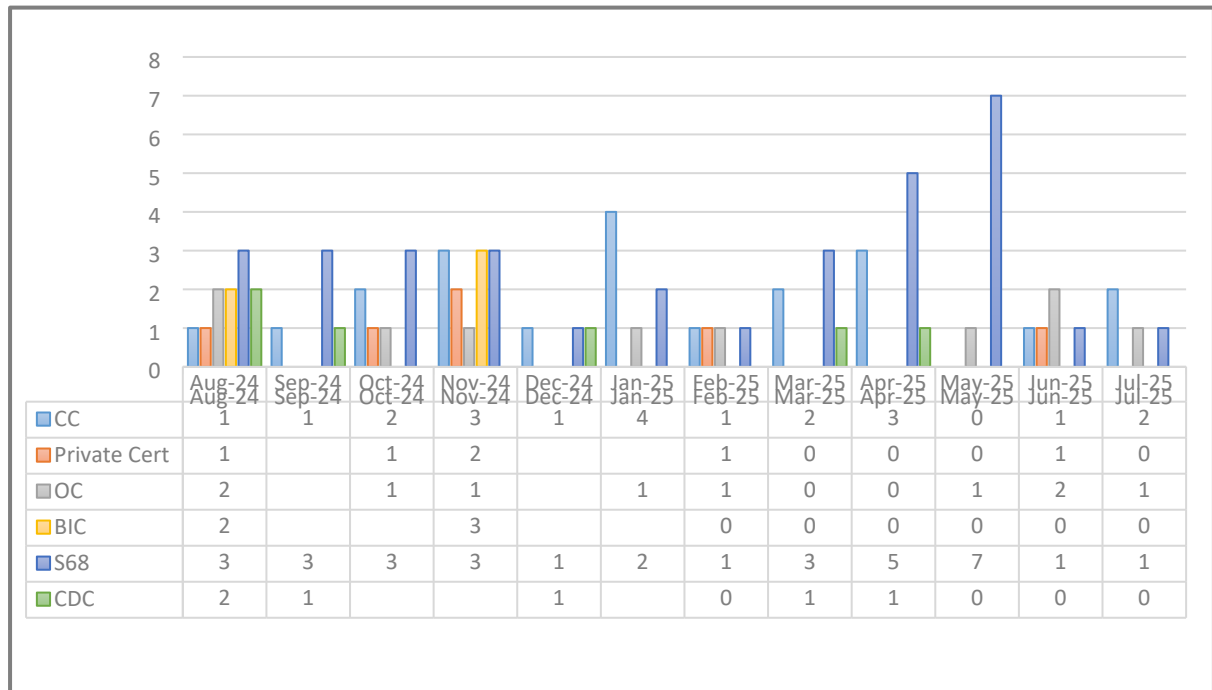
The Department continues to receive enquiries and provide advice on a range of planning and building matters including:

- Minor structure construction eg sheds
- Exempt and Complying Development
- Commercial opportunities and construction
- Basix (Building Sustainability Index)
- Bushfire requirements
- Building construction standards and requirements
- Stormwater
- Licensing and owner builder requirements
- Fees and charges
- NSW Planning Portal advice and assistance with the application process

The department receives all applications via the NSW Planning Portal. It is mandatory that all applications for Construction Certificates (CC), Complying Development (CDC), Principal Certifier Appointments (PCA), Occupation Certificates (OC) and Building Information Certificates (BIC) be lodged with Council via the NSW Planning Portal. Section 68 (S68) Applications are currently lodged directly with Council but as of 1st January 2025 will be able to be lodged through the Planning Portal, this is not mandatory at this stage but is the preferred method of application.

There are currently *104 active* applications that are at varying stages of the assessment/construction process and working towards their completion, and issue of an Occupation Certificate.

The graph below summarises the approvals for the current year and the following table shows the details of the approvals that have been issued for the month of July 2025.



CONSTRUCTION CERTIFICATES			
No.	Property Description	Development/Work	\$
2024/36	63 Finch Street Bingara	Garage/shed	\$19,430
2025/11	66 High Street Warialda	Carport	\$9,000

COMPLYING DEVELOPMENT CERTIFICATES			
No.	Property Description	Development/Work	\$
NIL			

OCCUPATION CERTIFICATES		
No.	Property Description	Development/Work
2024/13	12 Long Street Warialda	Shed

BUILDING INFORMATION CERTIFICATES		
No.	Property Description	Development/Work
NIL		

PRIVATE CERTIFIER – CERTIFICATE REGISTRATION		
No.	Property Description	Development/Work
NIL		

SECTION 68 APPROVALS		
No.	Property Description	Development/Work

2025/18	77 Riddell Street Bingara	Install a manufactured dwelling, carry out water supply, sewerage and stormwater work.
---------	------------------------------	--

No. Of Complaints/Inspections July 2025

Type	No.	Yr. to Date	Actioned	Pending
Construction/Building & Building Maintenance	74	664	628	36

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 work is scheduled into maintenance staff building activities including new works for attention. Seven of the outstanding actions in the table above are non-urgent routine maintenance.

MAJOR PROJECTS WORKED ON

Living Classroom – Wellness and Interpretive Centre

Works to the Wellness & interpretive Centre continues to progress well with the following work being completed at the end of July 2025:

- Amenities partitions installed
- Internal painting completed
- 3D ceiling grid framing completed (panels to be fitted after fit-off of electrical)
- Installation of architraves & blind pelmets (skirting to be completed after installation of vinyl)

The project is on target to be completed by 30 September.

The photographs below show the progress of the project.



Interpretive Centre Office



Interior of Interpretive Centre Office

Bingara Administration Building – progress report

The last month has seen significant progress, with as many as 25 contractors on site carrying out various components of construction, including:

- Completion of structural steelwork
- Stabilisation of existing building facade
- Installation of wall framing
- Installation of mechanical ventilation ductwork and indoor units
- Installation of metal roof cladding
- Installation of brick garden beds
- Preparation of base for entry paths and arbor concrete

The project has experienced some delays due to weather and supply issues with materials; however it is on track to be completed before the end of 2025.

The photographs below show the progress of the project.



Forecourt garden beds



Internal framework



Stabilisation of entrance to at the façade and garden beds

The Building Services report for July 2025 was compiled with information available at the time of writing the report.

7.6.3 ENVIRONMENT & SUSTAINABILITY MONTHLY REPORT

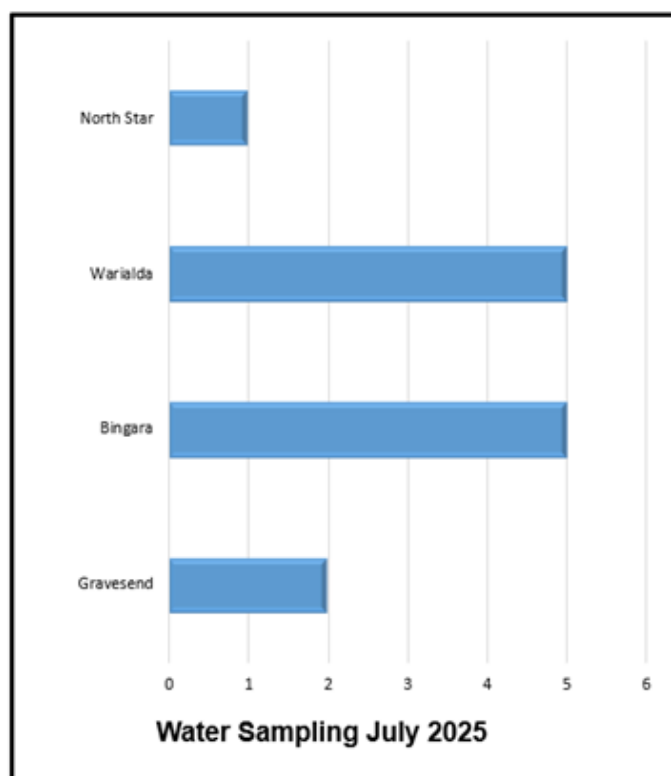
July 2025

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

- Overgrown properties
- Food premises design and fit-out
- Food handling practices
- Mobile food vendors
- Food business notification
- Pet Ownership

Drinking Water Testing

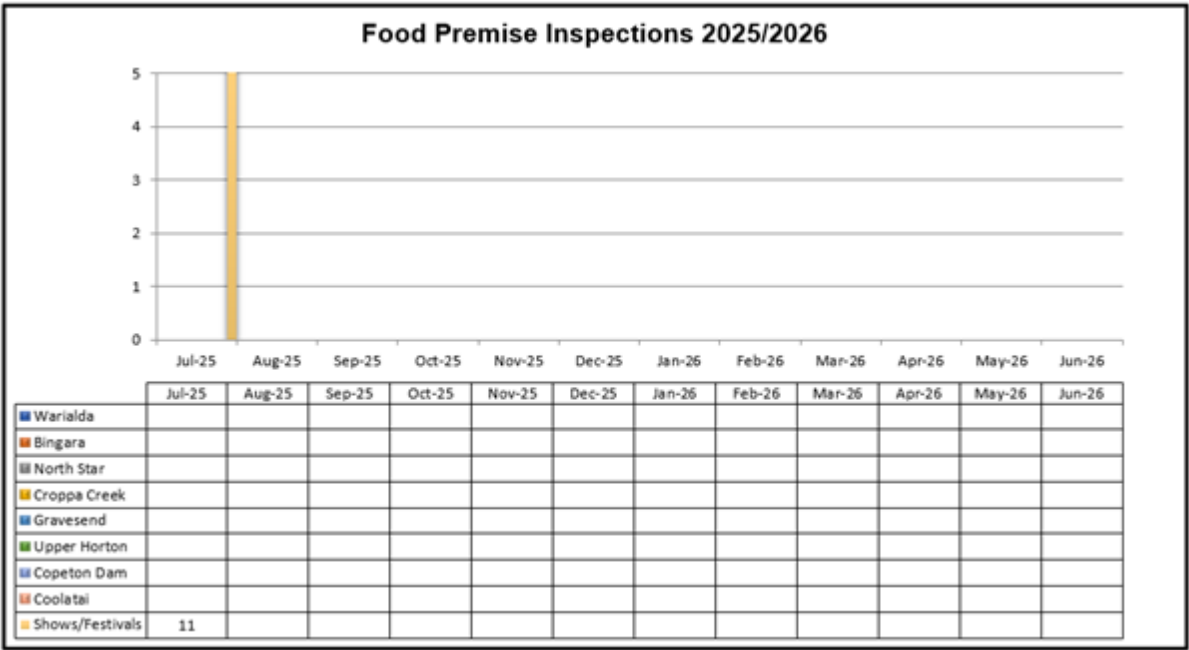
The Department continues to carry out routine sample collection for microbiological and chemical testing of the water supplies in the towns of Warialda and Bingara, fortnightly sampling of Gravesend and monthly sampling at North Star. See graph on following page.



Food Inspections

Food Premise Inspections are carried out on an annual basis for each food business. There are approximately 40 registered food service businesses within the Council area including supermarkets, clubs/pubs, motels, bakeries, cafés and takeaway food shops, mobile food vendors and school canteens. Depending on the nature of the food being served some businesses are exempt from inspection unless a complaint or issue arises.

The graph below shows inspections that have been carried out for the current financial year.



Compliance And Regulatory Control

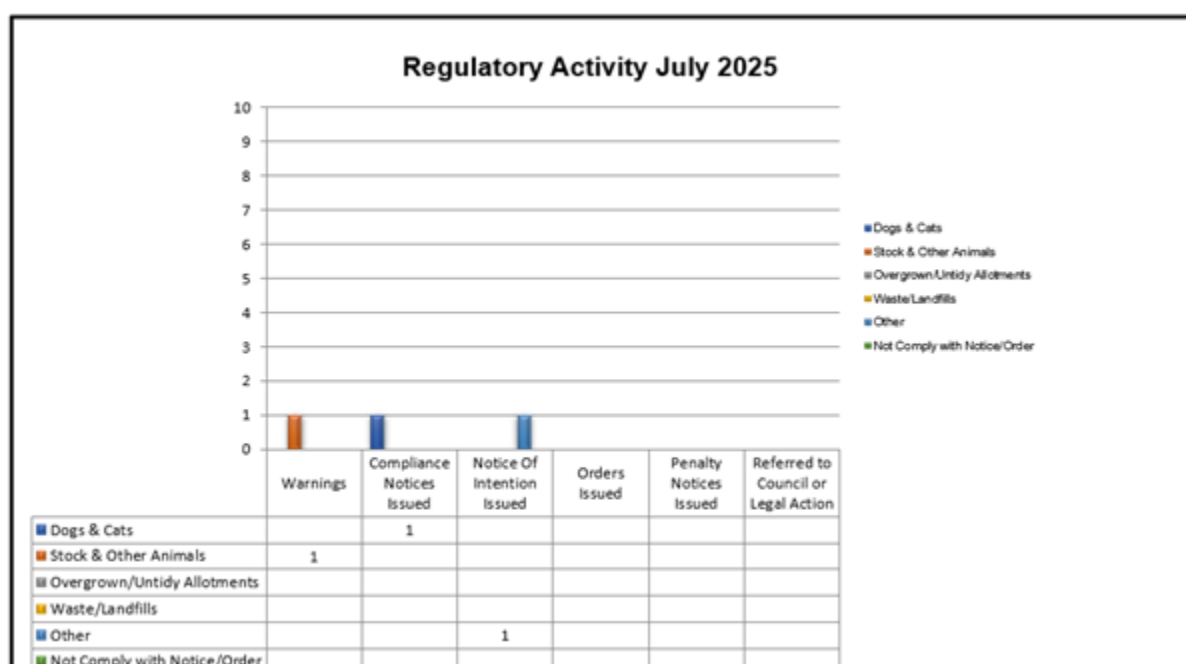
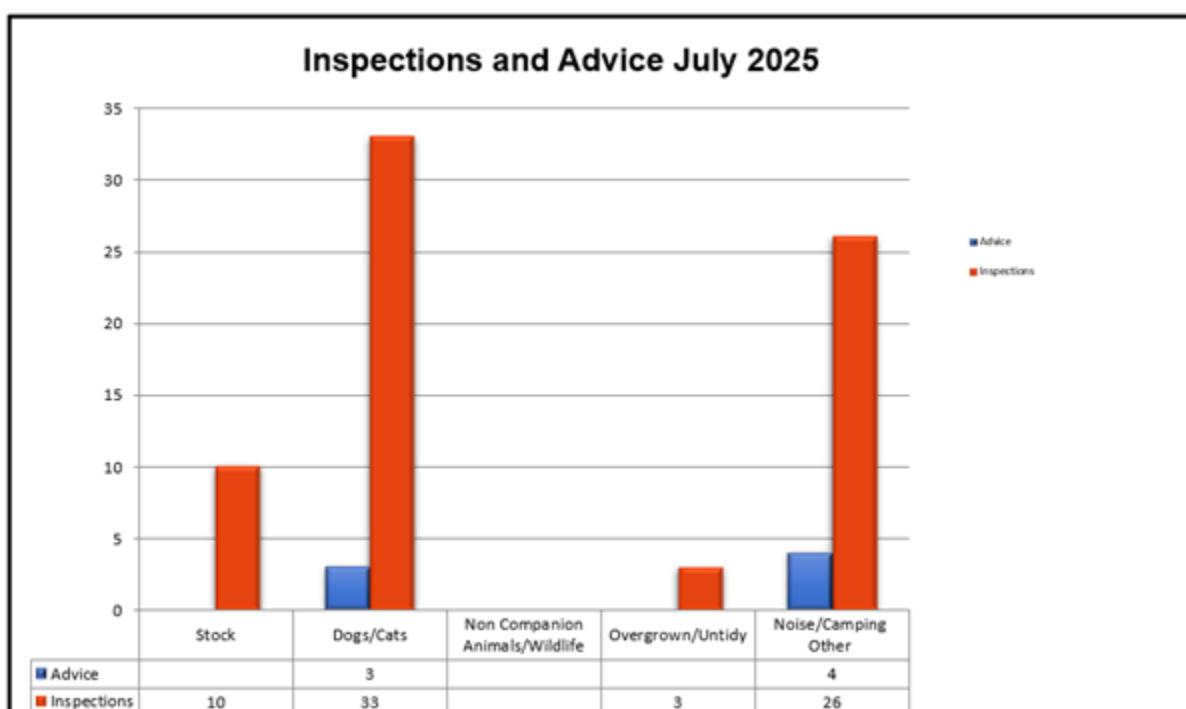
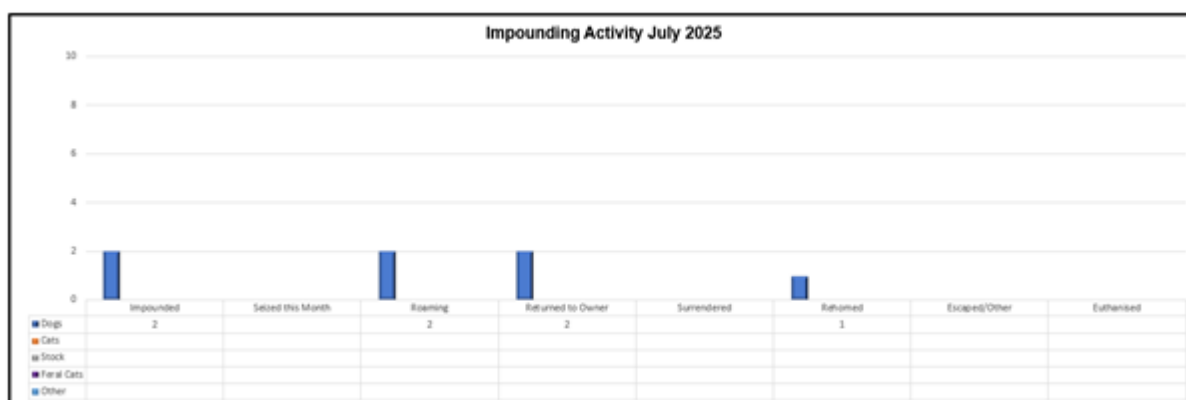
Council has received customer requests regarding overgrown blocks, roaming dogs, roaming stock, noise, the keeping of animals and other concerns during the month of July 2025. These are investigated and actioned as necessary.

Rangers Conference

Our compliance officers recently attended the 2025 Rangers Conference held at the Panthers Event Centre in Penrith, hosted by the Australian Institute of Local Government Rangers. The event focused on the theme of Regulation, Risk, and Resilience, offering a rich program of professional development tailored to council officers involved in regulatory and enforcement activities. Officers also gained valuable knowledge in areas such as animal management, legal compliance, and community engagement, with presentations from experts across government, legal, and animal welfare sectors. The conference provided a vital opportunity to strengthen skills, share experiences, and stay informed on emerging challenges and best practices in local government compliance.

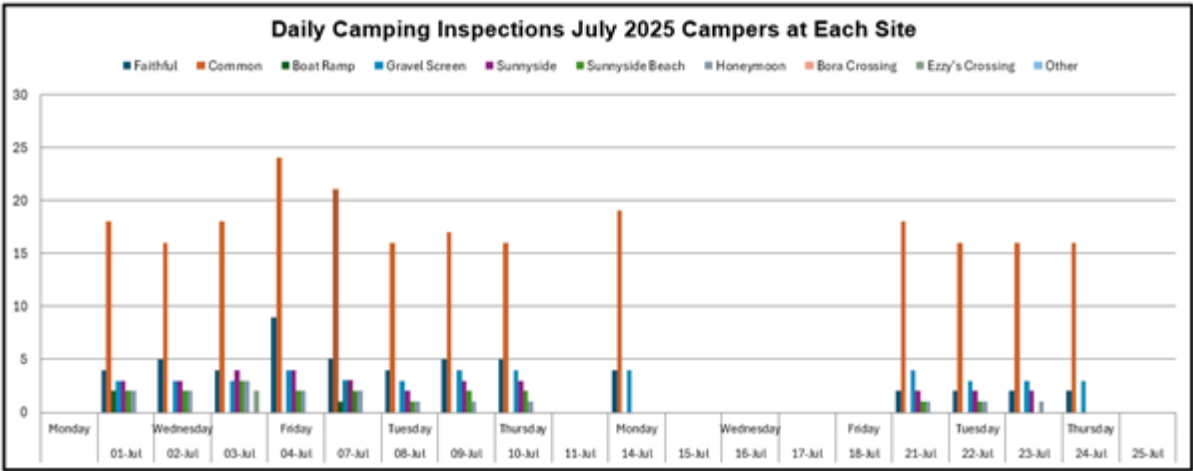
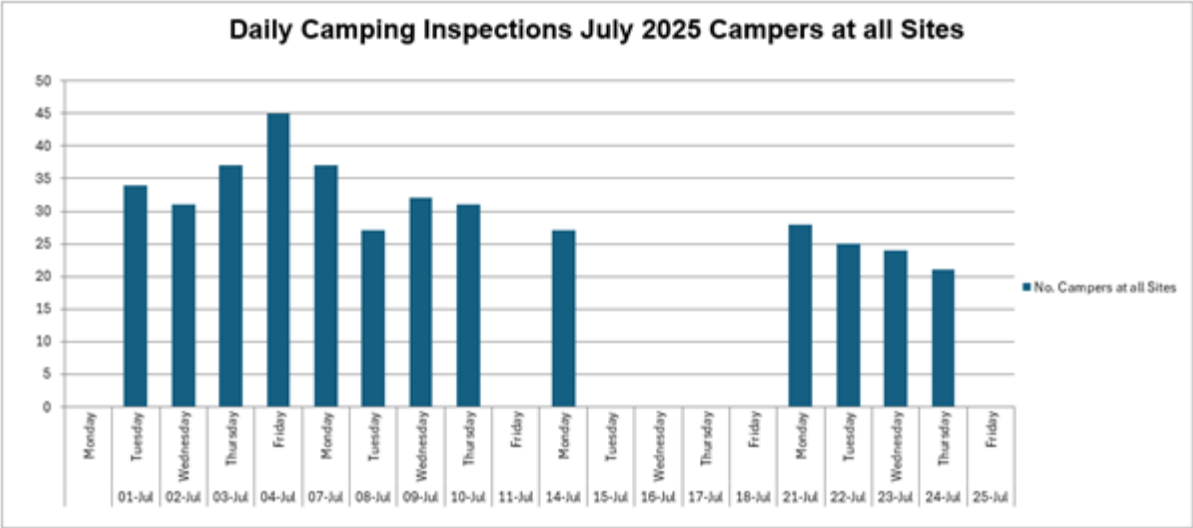
Free Microchipping Event

Council hosted a free microchipping event in Bingara and Warialda, giving local pet owners an easy and accessible way to have their animals microchipped. As authorised identifiers, Council’s Compliance Officers microchipped a total of 19 pets of all ages, including 18 dogs and one cat. To promote the event, posters were displayed at Council offices and flyers were distributed via a letterbox drop. Microchipping offers permanent identification, helps reunite lost pets with their owners, and supports responsible pet ownership.

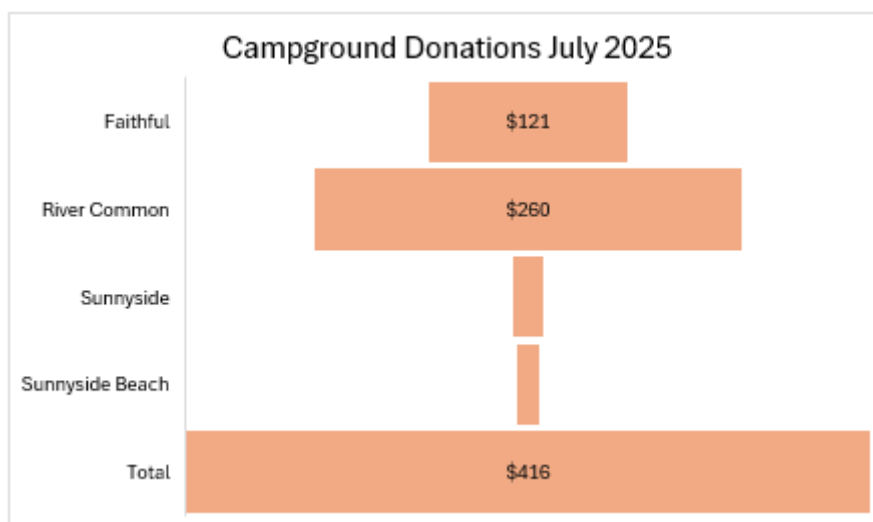


Riverside Camping

Council’s Compliance Officers aim to carry out daily checks along the river to ensure that camping is being conducted in a safe and hygienic manner. Flyers promoting local events and services are distributed to campers and enquiries from campers are addressed as required. The graphs below show total numbers of campers and the distribution of campers at the different campsites.



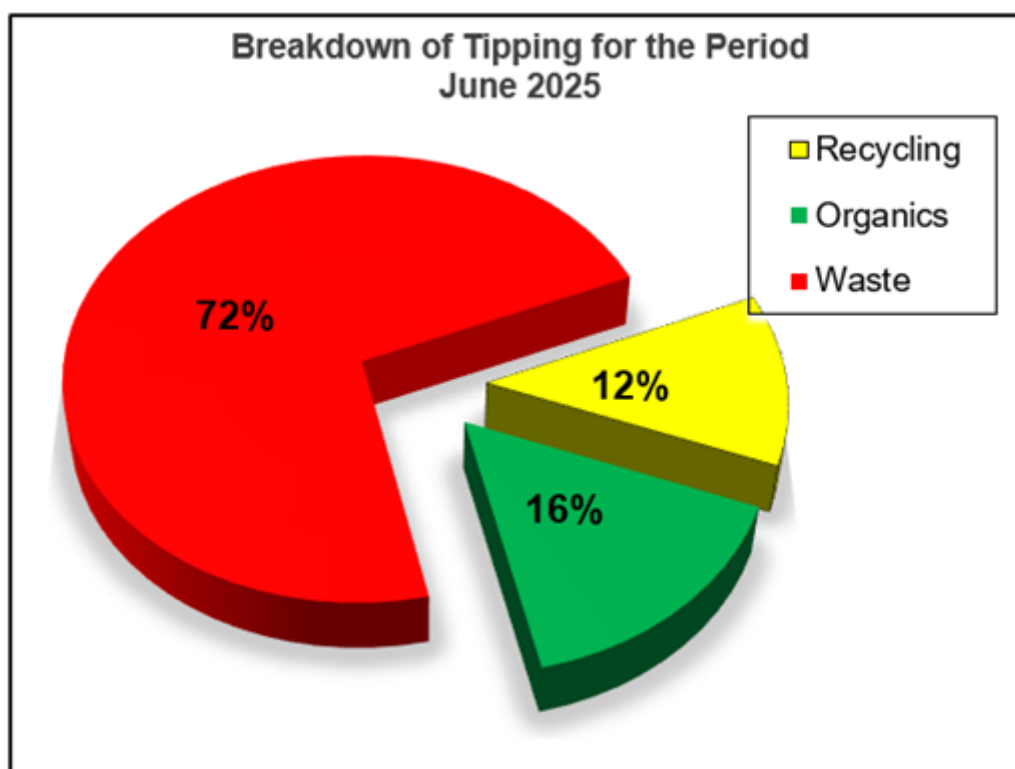
Camping Area Donations Collected

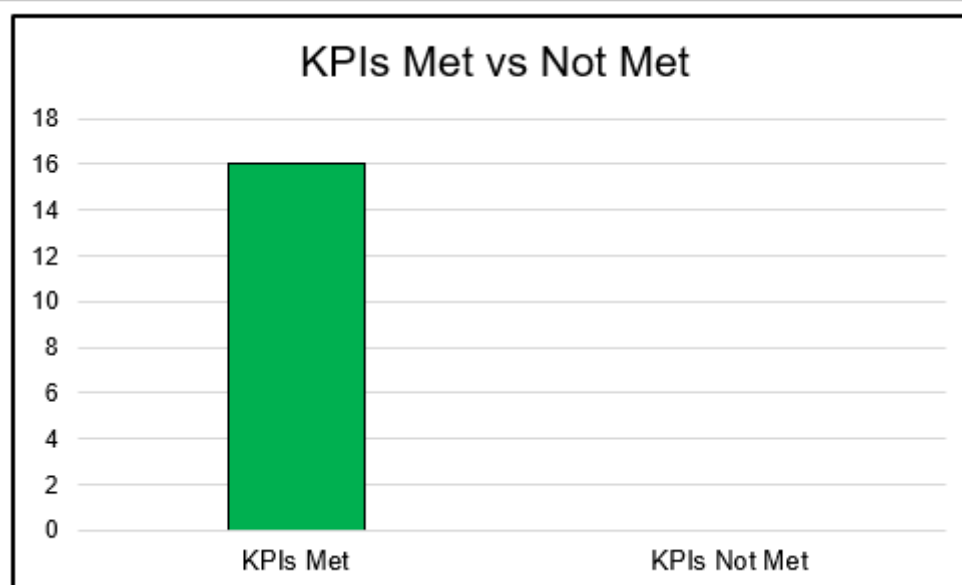
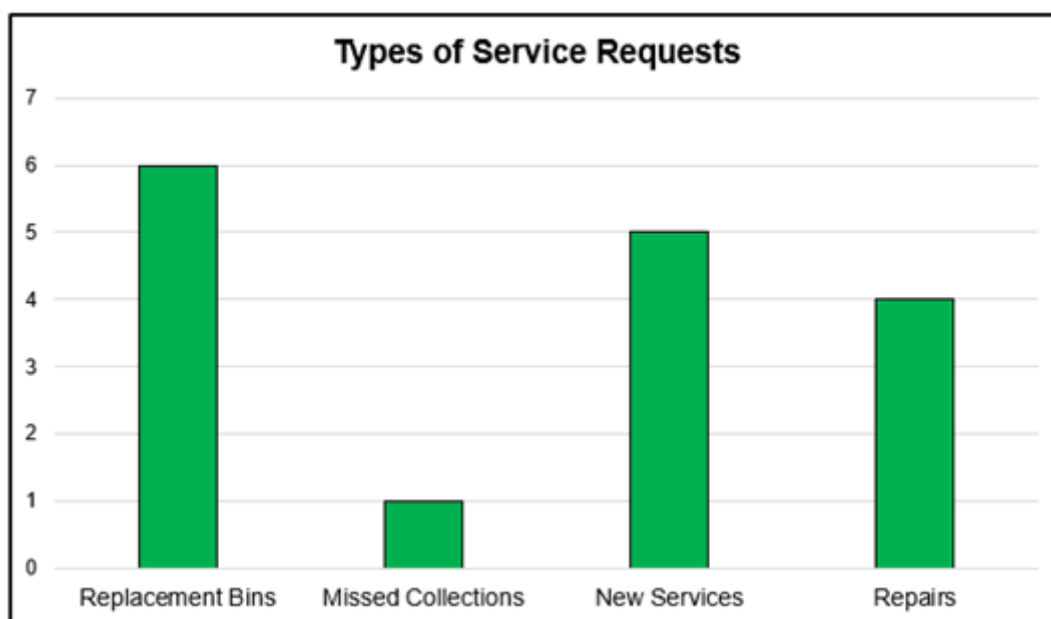


Waste Contract Services

At the time of the report the available data from JR Richards is for the previous reporting period.

In June 2025, there were a total of 16 service requests for the period, including replacement bins, repairs, missed collections, and new services. All 16 KPI's were met for the month.





Landfill Reports

Despite the implementation of access codes and surveillance cameras across landfill sites, incidents of vandalism appear to be increasing. These acts are often carried out by individuals who do not have authorised access, indicating a growing disregard for site security measures and the need for further enforcement or deterrents.

As of this reporting period, the management and oversight of landfill sites has officially transitioned to the Engineering department. This change aims to streamline site maintenance, improve infrastructure planning, and ensure more consistent operational support across all locations.

Warialda Rail

Gates & Tracks: Gate is working correctly and tracks have been cleaned.

Solar & Batteries: Checked and functioning well.

Camera: Camera at the gate has been vandalised.

Site Condition: Whole site is in need of a tidy up.

Waste Management: All waste piles are currently accessible.



Warialda Rail Landfill Camera

Coolatai

Vandalism: The site was badly vandalised with the gate being ripped down and the cameras broken. Repairs have been ongoing.

Gates & Security: New gates installed. Lock not yet installed; awaiting camera installation.

Site Works: Site cleaned up using the tracked loader.

Waste Management: All waste piles are currently accessible.

Croppa Creek

Vandalism: Surveillance camera was removed, the aerial broken off, and thrown at the trail camera mounted in a nearby tree. All of this was caught on video by the trail camera. The number plate of the individual responsible was captured on camera. A Drives24 search was completed, and the information has been handed to police.

Lock & Access: Lock working correctly. Battery recharged and access log downloaded.

Site Works: Awaiting clear weather before restructuring of the waste piles can begin.

Waste Management: Site is pushed up when needed using a Bobcat, which limits capacity. Site is getting crowded but remains accessible.

North Star Transfer Station

Lock & Access: Lock working correctly. Battery recharged and access log downloaded.

Surveillance: Camera is working well.

Illegal Dumping: Some large items are still being left on site, but this has significantly reduced since gates were locked and cameras installed.

Recycling: Recycle bins are half full.

Upper Horton

Lock & Access: Lock working correctly. Battery recharged and access log downloaded.

Waste Management: All waste was pushed up on 24/7/25.

Site Condition: All waste piles are currently accessible.

Gravesend

Gates & Tracks: Gate is working correctly and tracks have been cleaned.

Solar & Batteries: Checked and functioning well.

Metals Area: Large amount of mixed materials dumped, including wire, timber, and green waste.

Waste Management: All waste piles are currently accessible. Waste needs to be pushed back from the pit edge to avoid further build-up.

Recycling: Recycle bins are empty.



Large number of mixed materials dumped at Gravesend Landfill

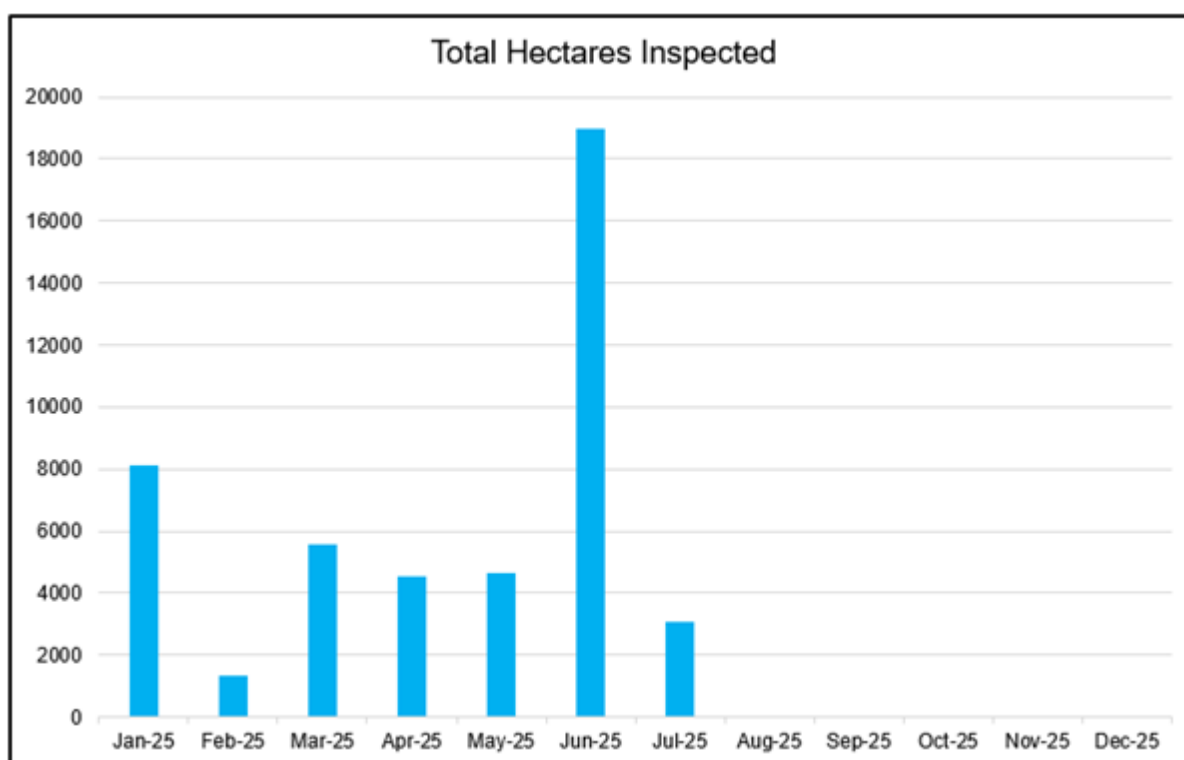
Biosecurity Weed Control

Council's Biosecurity Officers conduct regular property inspections as part of their responsibilities under the *Biosecurity Act 2015*. These inspections focus on identifying and managing invasive weed risks across both public and private land.

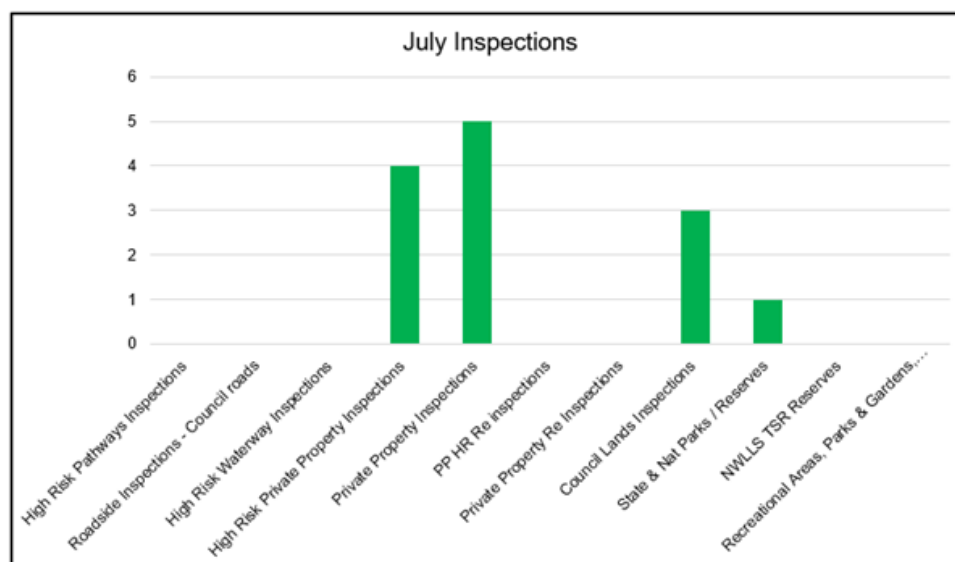
Unlike previous approaches that emphasised weed control through spraying, the current framework prioritises strategic monitoring, early detection, and compliance. Officers work to meet annual inspection targets set by the NSW Weeds Action Program, helping to protect the region's environment, agriculture, and community wellbeing.

Green Cestrum Brochure

Council has received positive feedback from landholders, the broader community, and Local Land Services (LLS) regarding the recently distributed Green Cestrum brochure. LLS have also expressed that they are impressed with the brochure and the clarity of the information provided. Many have found it useful for identifying the weed, understanding its risks to livestock, and managing its spread. In response to this support, Council is now working with Moree Plains Shire Council to share the brochure for use in their region, helping to extend the reach of this important resource and promote consistent, responsible weed management across neighbouring areas.



The total hectares inspected each month can fluctuate significantly due to a combination of environmental conditions and operational factors. Wet weather and flooding often restrict property access, reducing inspection capacity. During the summer months, inspections may decrease as Biosecurity Officers shift their focus to weed control activities. Staff availability also impacts monthly totals, with inspections affected by holidays and training commitments. The high number of hectares inspected in June reflects a targeted effort by Biosecurity Officers to concentrate on high-risk properties in the northern part of the shire, which are predominantly large cropping operations and therefore contribute substantially to the overall area covered.



Department report for July 2025 was compiled with information available at the time of preparing the report.

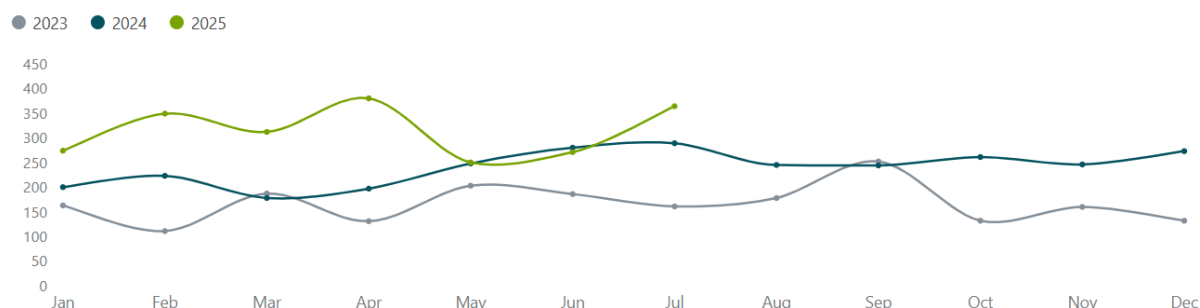
7.6.4 INFORMATION SERVICES MONTHLY REPORT

July 2025

Helpdesk

The Information Services help desk continues to provide essential support to staff across the organisation, ensuring the smooth operation of core systems, including IT, GIS, and Records management. This support encompasses technical issue resolution, data management, and system accessibility. Below is a summary of key service desk activities for the reporting period:

A total of 365 support tickets were logged during the period, with 366 resolved. The median resolution time for support tickets was 4.0 hours, reflecting overall efficiency in issue resolution. 96 per cent of the tickets are related to IT, while GIS accounts for 3% and Records for 1%.



OFFICER RECOMMENDATION

THAT the report be received.

ATTACHMENTS

1. Development Application Summary 31 July 2025 [**7.6.1** - 3 pages]

COUNCIL RESOLUTION:

THAT the report be received.

(Moved Cr Scot Crispin, Seconded Cr Michael Collins)

CARRIED

For: Cr Adrian Willmot, Cr John Bishton, Cr Michael Collins, Cr Rachel Sherman, Cr Scot Crispin, Cr Sean Coleman and Cr Tiffany Galvin

Against: Nil

7.7 Councils' Investment Report

File Reference: NA

Delivery Program

Goal: 5. Organisational management

Outcome: 5.1 Corporate management

Strategy: 5.1.1 Financial Management and accountability systems

Author: Helen Thomas, Chief Financial Officer

STAFF DISCLOSURE OF INTEREST

NIL

IN BRIEF/SUMMARY RECOMMENDATION

At each monthly Ordinary Meeting, the Council is presented with the schedule relating to Investments, as at the end of the previous month.

TABLED ITEMS

Nil or list items

BACKGROUND

In accordance with Clause 19(3) of the Local Government (Financial Management) Regulation 1993, the following information provides details of Council's funds invested as 31 July 2025.

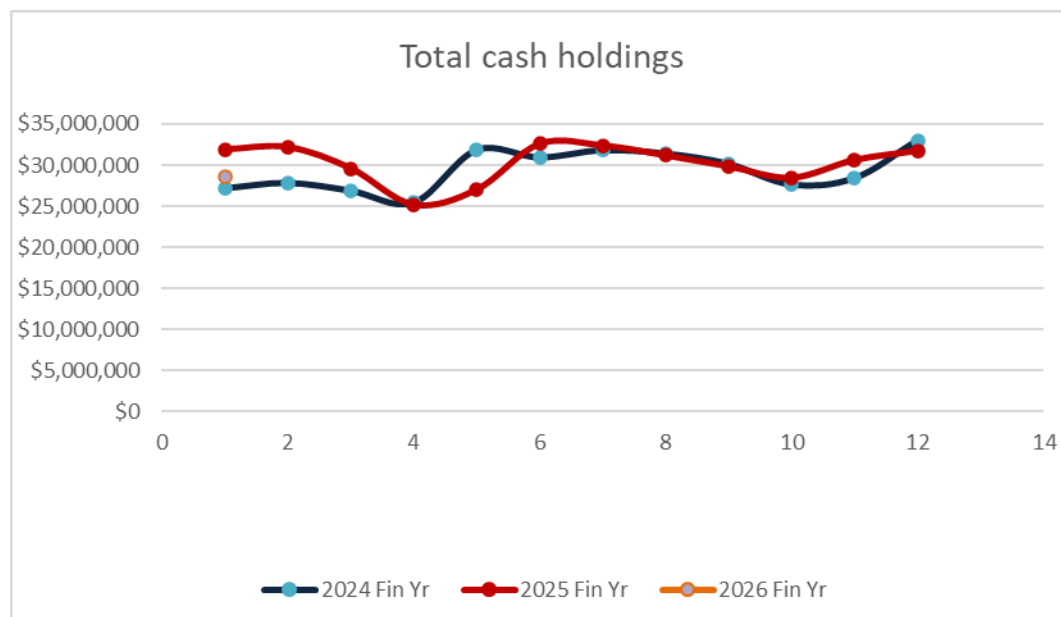
INVESTMENT REPORT

Cash and Investments

Total Investments	
Managed Funds	\$3,553,178.50
Grand Total Investments	\$3,553,178.50

Total Cash and Investments	
Investments	\$3,553,178.50
Cash at bank	\$24,995,666.00
Grand Total Cash and Investments	\$28,548,844.50

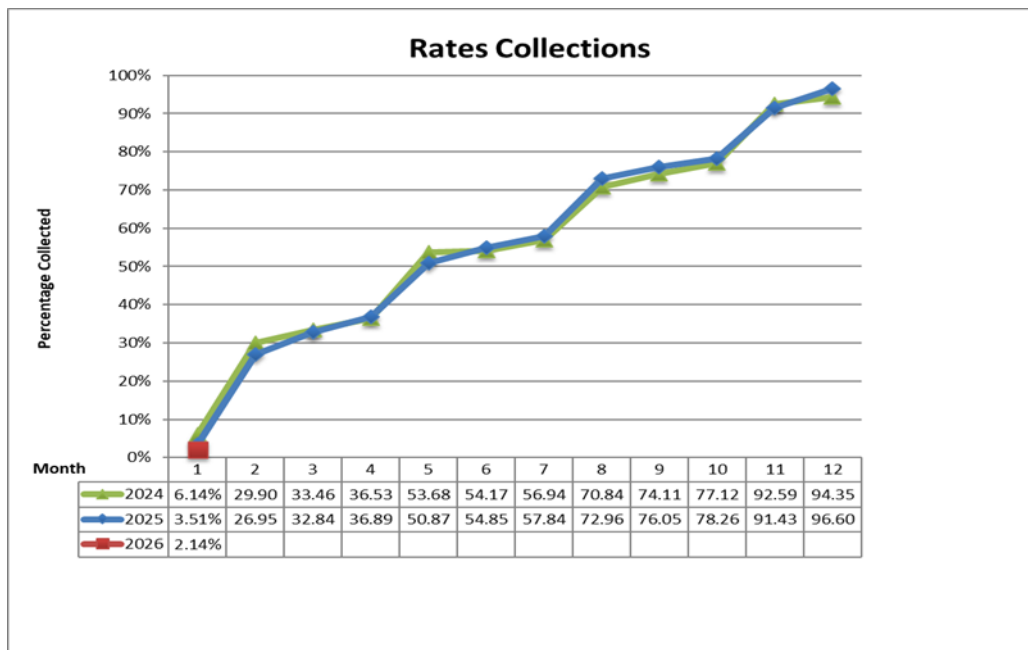
General Fund Cash	
Total cash and investments	\$28,548,844.50
LESS:	
Water fund*	-\$2,014,015.00
Sewer fund*	-\$1,111,839.00
Waste fund*	-\$3,997,810.00
Other restrictions:	
Employee leave entitlements*	-\$1,000,000.00
Bonds and deposits	-\$2,866,472.00
Unexpended grants*	-\$5,611,943.00
Developer contributions	-\$617,673.00
Asset Replacement Program	-\$1,495,027.00
Internal Restrictions*	-\$4,323,079.00
Admin Building Funding	-\$4,000,000.00
Discretionary General Fund Cash	\$1,510,986.50



I, Helen Thomas, CFO and Responsible Accounting Officer for Gwydir Shire Council, certify that the Council's investments have been made in accordance with the Local Government Act 1993, Local Government (General) Regulation 2005 and Council's Investment Policy, as amended.

RATES COLLECTIONS

The graph below represents a comparative of the percentage collections for the current year against the two previous rating years. The current years collections are up to 31 July 2025.



OFFICER RECOMMENDATION

THAT the July 2025 Monthly Investment and Rates Collection report be received.

ATTACHMENTS

Nil

COUNCIL RESOLUTION:

THAT the July 2025 Monthly Investment and Rates Collection report be received.

(Moved Cr John Bishton, Seconded Cr Rachel Sherman)

CARRIED

For: Cr Adrian Willmot, Cr John Bishton, Cr Michael Collins, Cr Rachel Sherman, Cr Scot Crispin, Cr Sean Coleman and Cr Tiffany Galvin

Against: Nil

7.8 Country Mayors Association Advisory - The Men's table

File Reference: NA

Delivery Program

Goal: 5. Organisational management

Outcome: 5.1 Corporate management

Strategy: 5.1.3 Administrative and support functions

Author: General Manager

STAFF DISCLOSURE OF INTEREST

NIL

IN BRIEF/SUMMARY RECOMMENDATION

This is an initiative supported by the Country Mayors Association. Information has been forwarded to all member councils for consideration. The Men's Table is a proactive, community-led initiative dedicated to improving men's wellbeing and building stronger, more connected communities across regional Australia.

There are 250 Men's Tables across Australia with 52% located in regional and rural areas. They are not a crisis service, but a preventative model that builds resilience.

The *A Seat at the Table: Addressing Suicide in Regional, Rural and Agricultural Communities through Peer-Led Prevention* White Paper attached suggests that Local government can play crucial role in:

- Supporting the development of Tables in their towns
- Providing venues
- Access state and federal grants for community activation
- Connecting local men with trusted, local-led initiatives
- Partnering on awareness during Men's Health Week or International Men's Day
- Funding Mental Health First Aid training
- Bring aligned organisations into collaborative ways of working for transformational change You don't have to run this initiative - just help create the conditions where it can grow, with local men and women who care about Men's Wellbeing.

OFFICERS RECOMMENDATION

THAT the information is noted.

ATTACHMENTS

1. The Men's Table - Community through Adversity - 2022 [7.8.1 - 44 pages]

2. White Paper - Men's Suicide in Rural Regional and Agriculture.docx-2-1 [7.8.2 - 14 pages]
3. Strengthening Community with Care 2024-1 [7.8.3 - 38 pages]

COUNCIL RESOLUTION:

THAT the information is noted.

(Moved Cr Sean Coleman, Seconded Cr Michael Collins)

CARRIED

For: Cr Adrian Willmot, Cr John Bishton, Cr Michael Collins, Cr Rachel Sherman, Cr Scot Crispin, Cr Sean Coleman and Cr Tiffany Galvin

Against: Nil

7.9 Work Health and Safety Amendment (Standalone Regulator) Act 2025 No 18**File Reference:** NA**Delivery Program****Goal:** 5. Organisational management**Outcome:** 5.1 Corporate management**Strategy:** 5.1.3 Administrative and support functions**Author:** General Manager**STAFF DISCLOSURE OF INTEREST**

NIL

IN BRIEF/SUMMARY RECOMMENDATION

This report is information only as it is important that the elected representatives are made aware of changes to important legislation like Work Health and Safety that have operational impacts.

From 1 July 2025, SafeWork NSW has been formally established as an independent regulator under the [Work Health and Safety Amendment \(Standalone Regulator\) Act 2025](#).

This change enhances SafeWork NSW's independence, accountability, and ability to focus on its core mission—securing safe and healthy workplaces across the state.

The Act introduces:

- a dedicated SafeWork Commissioner, responsible for leading the regulator and setting its strategic direction
- a newly formed SafeWork Advisory Council, tasked with monitoring emerging risks and advising on regulatory priorities
- structural changes that remove SafeWork NSW from the Department of Customer Service, establishing it as a standalone agency.

These reforms are designed to strengthen the state's work health and safety framework, improve responsiveness to workplace risks, and ensure greater transparency in regulatory decision-making.

OFFICER RECOMMENDATION**THAT the information is noted**

ATTACHMENTS

1. Work Health and Safety Amendment (Standalone Regulator) Act 2025 act-2025-18 [7.9.1 - 8 pages]

COUNCIL RESOLUTION:

THAT the information is noted

(Moved Cr Adrian Willmot, Seconded Cr Sean Coleman)

CARRIED

For: Cr Adrian Willmot, Cr John Bishton, Cr Michael Collins, Cr Rachel Sherman, Cr Scot Crispin, Cr Sean Coleman and Cr Tiffany Galvin

Against: Nil

7.10 JLT Risk Report

File Reference:	NA
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Delivery Program

Goal:	5. Organisational management
Outcome:	5.1 Corporate management
Strategy:	5.1.3 Administrative and support functions
Author:	General Manager

STAFF DISCLOSURE OF INTEREST

NIL

IN BRIEF/SUMMARY RECOMMENDATION

This report is provided for informational purposes and offers insights into the strategic risks currently impacting local governments across Australia.

The findings are based on feedback from 198 local government entities that participated in the JLT Public Sector Risk Survey, conducted at the end of 2024. Gwydir Shire Council was among the contributors to this initiative.

The full report is attached for your reference. A summary of key findings is outlined below.

The report identifies and ranks twelve strategic risk areas:

1. **Financial Sustainability** – Ongoing funding challenges and cost-shifting pressures.
2. **Cyber Security** – Increasing need for robust preventative measures and effective incident response plans to mitigate breaches and ensure service continuity.
3. **Assets & Infrastructure** – Long-term sustainability requires strategic planning and innovative funding solutions.
4. **Disaster & Catastrophe** – Emphasis on adaptive planning and community engagement to strengthen resilience.
5. **People & Culture** – Recruitment and retention of skilled professionals remain significant challenges for councils.
6. **Climate Change** – A critical concern due to limited revenue available for necessary adaptation initiatives.
7. **Business Continuity Planning** – Risks include workforce instability and IT system outages.
8. **Statutory / Regulatory Compliance** – Legislative changes and planning regulations highlight the need for strategic workforce development and enhanced compliance.
9. **Waste Management** – Rising costs and environmental pressures have elevated this risk.

10. **Governance Effectiveness** – Continued focus is required on financial controls, ethical standards, and human resource management to address governance challenges.
11. **Reputation Management** – Reputation is influenced by sound investment decisions, value-for-money services, and strong financial oversight.
12. **Liability Claims** – Civil liability claims can erode public trust if not managed effectively. Strong risk management strategies are essential to prevent incidents and minimise exposure.

The diagram below illustrates the top five strategic risks identified in New South Wales.

The second diagram highlights the risk profile specific to rural and remote regions, including our Council.



NEW SOUTH WALES

1. Financial Sustainability
2. Cyber Security
3. Asset & Infrastructure
4. Disaster/Catastrophic Events
5. People & Culture

RURAL/REMOTE - NSW | NT | QLD | SA | TAS | VIC | WA

- | | | | |
|-----------------------------|---------------------------------|---------------------------|----------------------------|
| 1. Financial Sustainability | 4. Disaster/Catastrophic Events | 7. Climate Change | 10. Ineffective Governance |
| 2. Cyber Security | 5. People & Culture | 8. Statutory & Regulatory | 11. Reputation |
| 3. Assets & Infrastructure | 6. Business Continuity Planning | 9. Waste Management | 12. Civil Liability Claims |

OFFICER RECOMMENDATION

THAT the information is noted.

ATTACHMENTS

1. [JLT Public Sector Risk Report 2025](#) [7.10.1 -]

COUNCIL RESOLUTION:

THAT the information is noted.

(Moved Cr Scot Crispin, Seconded Cr Rachel Sherman)

CARRIED

For: Cr Adrian Willmot, Cr John Bishton, Cr Michael Collins, Cr Rachel Sherman, Cr Scot Crispin, Cr Sean Coleman and Cr Tiffany Galvin

Against: Nil

7.11 Request for Assistance - Warialda Jockey Club

File Reference: NA

Delivery Program

Goal: 5. Organisational management

Outcome: 5.1 Corporate management

Strategy: 5.1.3 Administrative and support functions

Author: Organisational Development Services Administration
Assistant

STAFF DISCLOSURE OF INTEREST

NIL

IN BRIEF/SUMMARY RECOMMENDATION

Historical Background

The Warialda Jockey Club has a rich and enduring legacy in New South Wales bush racing. According to a historical article from the *Australian Town and Country Journal* dated 31 March 1888, racing in Warialda began with informal holiday meetings. It was Mr. Geddes who played a pivotal role in formalising these gatherings into an organised club, which led to significant progress and the establishment of annual race events

The club proudly traces its origins back to 1853, with races being held on the current racecourse since 1895. This long-standing tradition is celebrated as a cornerstone of the local community calendar

Modern day Operations and Community Role

The Warialda Jockey Club continues to thrive as a volunteer-run organisation, hosting its flagship event—the Warialda Race Day—each April. The Club has a commitment to preserving the bush racing tradition and its importance as a community celebration featuring racing, fashion, and social engagement. The Warialda Racecourse is not only a racing venue but also available for public hire, reinforcing its role as a community asset.

Infrastructure and Council Collaboration

The club has actively collaborated with Council on infrastructure and maintenance over the years. Assistance has been provided in the form of grading the access road, providing a water truck and relocating a portable cabin to accommodate female jockeys.

Andrew Phillips, Club President, has written to Council requesting council assistance in the form of labour, machinery, and expertise to help maintain Warialda Jockey Club buildings and grounds. This request includes assistance with future painting of

the buildings (in the next 5 years) and regular mowing from September to April each year. The Club is not seeking financial assistance. A copy of the correspondence is included below.

From: Andrew Phillips <leecarrow2@bigpond.com>
Sent: Friday, August 15, 2025 12:06 PM
To: Leeah Daley <ldaley@gwydir.nsw.gov.au>
Cc: Warialda Jockey Club <wldajockeyclub@gmail.com>
Subject: Warialda Jockey club

You don't often get email from leecarrow2@bigpond.com. [Learn why this is important](#)

[External Email] This email was sent from outside of Gwydir Shire Council – be cautious, particularly with links and attachments.

The General manager Gwydir Shire Council

Mrs Leah Daley

Dear Leah

As discussed

At our recent meeting it was unanimous to ask for shire assistance. Moving forward.

We are seekin help with labour, machinery and expertise to help manage maintenance of buildings ie plumbing , painting and odd carpentry needs etc none of which is currently needed it is in good shape but i would say in next 5 yrs some painting will be good.

Grounds mainly mowing of and maybe a little chemical spraying , mowing from September through to late April generally the track itself takes 5hrs on a mower but much less with a slasher , the grounds take about 8 hrs mowing , this is performed currently every 2 weeks from september to january and then fortnightly or more often from February to race day this includes the carpark area which can be slashed to reduce time significantly . It is mowed through winter if needed but only on the odd occasion

Brian Tanner is prepared to be the contact and foreman , he is still our trackmanager and knows all the ins and and outs.

We have currently work to do , remove existing inside running rail and replace with new poly rail and post then put old running rail up around outside. We also have to build a new swab box.

We will somehow manage but help would be gratefully accepted. We have a working bee to commence pulling old rail down set for 14th September and new rail arrives end September.

We by no means are asking for financial assistance.

We are a viable club .

Thanking you

Brian Tanner club track manager
0428 291 857

Andrew Phillips club president
0428 951 059

OFFICER RECOMMENDATION

THAT the responsible Council Officers meet with representatives of the Warialda Jockey Club to discuss what is required and that a detailed outline and associated costings be reported to Council at the September meeting.

ATTACHMENTS

Nil

COUNCIL RESOLUTION:

THAT the responsible Council Officers meet with representatives of the Warialda Jockey Club to discuss what is required and that a detailed outline and associated costings be reported to Council at the September meeting.

(Moved Cr Rachel Sherman, Seconded Cr Michael Collins)

CARRIED

For: Cr Adrian Willmot, Cr John Bishton, Cr Michael Collins, Cr Rachel Sherman, Cr Scot Crispin, Cr Sean Coleman and Cr Tiffany Galvin

Against: Nil

7.12 Delivery Program Progress Report - Jan 2025 to Jun 2025

File Reference:	NA
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Delivery Program

Goal:	5. Organisational management
Outcome:	5.1 Corporate management
Strategy:	5.1.5 Provision of responsible internal governance
Author:	IP&R Governance Officer

STAFF DISCLOSURE OF INTEREST

NIL

IN BRIEF/SUMMARY RECOMMENDATION

Submission of the Delivery Plan Progress Report for the period January to June 2025 in accordance with the Legislative Compliance and Reporting (LCR) Requirementss issued by the Office of Local Government (OLG)

BACKGROUND

In accordance with the Local Government Act 1993 it is a requirement under the Intergrated Planning and Reporting (IP&R) Guidelines to submit a Delivery Program Progress Report to council [IP&R G/L Essential Element 4.9].

OFFICER RECOMMENDATION

THAT this report be received.

ATTACHMENTS

1. [Delivery Program Progress Report - Jan 2025 to Jun 2025](#) [7.12.1 -]

COUNCIL RESOLUTION:

THAT this report be received.

(Moved Cr Sean Coleman, Seconded Cr Scot Crispin)

CARRIED

For: Cr Adrian Willmot, Cr John Bishton, Cr Michael Collins, Cr Rachel Sherman, Cr Scot Crispin, Cr Sean Coleman and Cr Tiffany Galvin

Against: Nil

8 COUNCILLORS' REPORTS

Cr Collins

Subject - Cemetery Works - Bollards

Congratulated Council on the works at the cemetery and inquired if the bollards could be removed to allow people with mobility issues to access funerals.

Subject - Parking Spaces Near Chemist

Asked about the progress of the line marking for the car parks near the Warialda Chemist.

Alex Eddy advised that this work was scheduled to be completed in the following week.

Subject - Gravesend

Cr Collins advised that he met with a delegation of Gravesend Residents and they discussed the following issues.

1) Poor water quality in Gravesend

Alex Eddy - provided an outline of the issues with the Gravesend Water and outlined the interventions that had been undertaken. A possible potential solution was also provided however this was a long term options that required further steps and external funding.

2) Telecommunications problems in the area

Justin Hellmuth - advised the Council that Telstra have advised that they are aware of the issues in Gravesend and are taking steps to address the problem as soon as possible.

Subject - Promotion of Public Meetings

Cr Collins requested that further consideration be given to the promotion of the Public Meetings.

Subject - Vegetation

Reported that there was vegetation north of North Star that was of concern.

Subject - Correspondence from Ann Willis - General Manager Bizclean Mats & Hygiene Services

Mrs Willis requested that Council consider the following:

Offering the land at the West End of Hope Street to developers free of charge to enable the construction of rental units.

Offer land next to Naroo, free of charge to developers or a group of interested retirees to establish over 60s accommodation.
That Council purchase and demolish the old house near Captail Cook park to allow for co-op of people willing to finance and build a Day Care Centre.

Cr Sherman

Subject - Parking Spots Behind Library Building in Hope Street

Mentioned that there needs to be an increase of parking spaces in the area behind the Library building.

Subject - Tourism Place Maker Forum

Cr Sherman advised that she attended the Tourism Place Maker Forum with Haylie Reynolds and Terri Hickman. The Forum was beneficial and Cr Sherman advised that the staff were empowered and enthusiastic.

Subject - Regional Leaders Program

Cr Sherman advised that she had spoken to Catherine Nugent from Business NSW regarding the Regional Leaders Program. Catherine will be forwarding information to Council on the Regional Leaders Program for council consideration.

Cr Bishton

Subject - Stormwater Issues

Cr Bishton advised that there was an issue with Stormwater at the bottom of Spring Street in Bingara.

Alex Eddy advised that Council was aware of the issue and that landholders in the area have been consulted regarding this matter and other areas of concern.

9 COMMITTEE OF THE WHOLE - CONFIDENTIAL ITEMS

Nil

Confidential Executive Services Report

It is recommended that the Council resolve into Committee of the Whole with the press and public excluded to allow consideration of this Item, as provided for under Section 10A(2) (a) of the Local Government Act, 1993, on the grounds the report contains (a) personnel matters concerning particular individuals (other than councillors).

COUNCIL RESOLUTION:

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

(Moved Cr Rachel Sherman, Seconded Cr Adrian Willmot)

CARRIED

For: Cr Adrian Willmot, Cr John Bishton, Cr Michael Collins, Cr Rachel Sherman, Cr Scot Crispin, Cr Sean Coleman and Cr Tiffany Galvin

Against: Nil

9.1 Adoption of the Recommendations of the Confidential Session

The meeting was re-opened to the public at 4:00pm and members of the public and press returned to the meeting.

COUNCIL RESOLUTION:

THAT the recommendations of the Confidential Session, namely:

Confidential Executive Services Report

are adopted.

(Moved Cr John Bishton, Seconded Cr Rachel Sherman)

CARRIED

For: Cr Adrian Willmot, Cr John Bishton, Cr Michael Collins, Cr Rachel Sherman, Cr Scot Crispin, Cr Sean Coleman and Cr Tiffany Galvin

Against: Nil

10 CLOSURE

The meeting closed at 4.05pm.