



MINUTES OF ORDINARY MEETING

Held on Thursday 30 March 2023

Commencing at 9:00 am

in the Warialda Office Council Chambers

Present

Councillors:	Cr John Coulton (Mayor), Cr Catherine Egan (Deputy Mayor), Cr Marilyn Dixon OAM, Cr Jim Moore, Cr Geoff Smith, Cr David Coulton, Cr Tiffany Galvin and Cr Chris Matthews
Staff:	Max Eastcott (General Manager), Helen Thomas (Manager Finance), Alex Eddy (Director, Engineering Services) Joanna Sangster (Acting Building and Planning Manager), Justin Hellmuth (Business Improvement and IT Coordinator) and Thais Simpson (Administrative Assistant)
Public:	Ms Namoi Jones and Mr Mark Brice (Presentation)
Visitors:	Nil

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<https://www.gwydir.nsw.gov.au/Home>

ACKNOWLEDGMENT OF COUNTRY

The Gwydir Shire Council acknowledges that this meeting is being held on Aboriginal land and recognise the strength, resilience and capacity of Gomeroi people in this land.

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1 OFFICIAL OPENING AND WELCOME - MAYOR

The Mayor welcomed all present to the meeting.

2 APOLOGIES

An apology was received from Cr Mulligan due to being flooded in.

COUNCIL RESOLUTION:

THAT the apologies received from Cr L Mulligan and Mrs Leeah Daley are accepted.

Moved Cr Galvin, Seconded Cr Egan

CARRIED

For: Cr J Coulton, Cr Egan, Cr D Coulton, Cr Dixon OAM, Cr Galvin, Cr Matthews, Cr Moore and Cr Smith

Against: Nil

The leave of absence for both Cr Galvin (May Committee Meetings) and Cr Egan (May Committee Meetings and April Ordinary Council Meeting) are noted.

3 CONFIRMATION OF THE MINUTES

COUNCIL RESOLUTION:

THAT the Minutes of the Ordinary and Confidential Meetings held on 24th February 2023 as circulated be taken as read and **CONFIRMED**.

(Moved Cr D Coulton, Seconded Cr Smith)

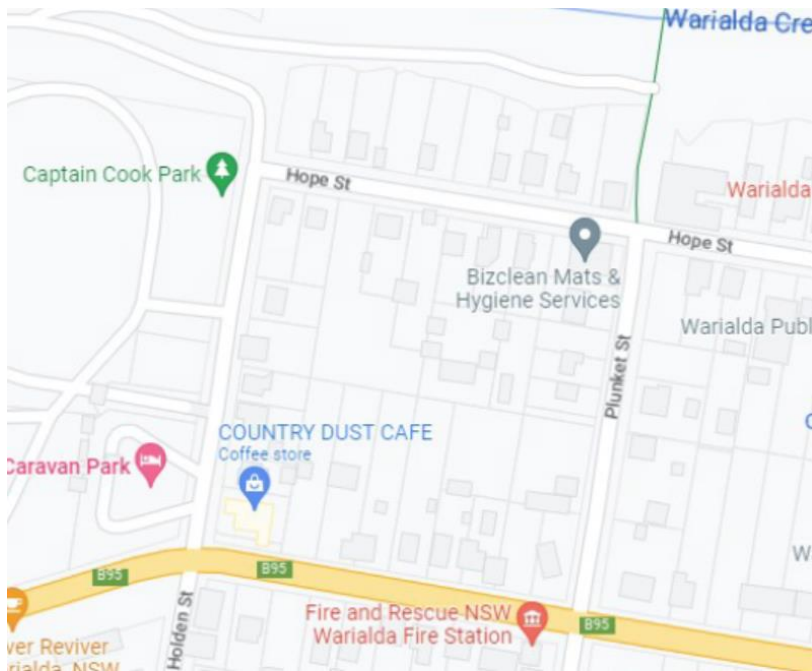
CARRIED

For: Cr J Coulton, Cr Egan, Cr D Coulton, Cr Dixon OAM, Cr Galvin, Cr Matthews, Cr Moore and Cr Smith

Against: Nil

4 PRESENTATION

Two residents, Namoi Jones and Mark Brice, concerned about the constant speeding, dangerous and reckless driving occurring as drivers negotiate the corner of Holden and Hope Streets (green pin) spoke to the meeting outlining their concerns.



Following the presentation and discussion it was agreed, as an interim step, that relocatable speed humps will be installed in both Holden and Hope Streets

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

It was noted that several staff members live or own property located within the area proposed to be sewered on the northern side of the Gwydir River at Bingara.

6 ADDITIONAL/LATE ITEMS

COUNCIL RESOLUTION:

THAT the following Items, namely:

- Item 8.6 Child Safe Policy
- Item 8.7 Road Name Change
- Item 8.8 Conflicts of interest in connection with council-related development applications

are accepted as late Items to this Agenda for discussion.

(Moved Cr Egan, Seconded Cr D Coulton)

CARRIED

For: Cr J Coulton, Cr Egan, Cr D Coulton, Cr Dixon OAM, Cr Galvin, Cr Matthews, Cr Moore and Cr Smith

Against: Nil

7 MAYORAL MINUTE

Nil

8 OFFICERS' REPORTS

8.1 Executive Services

File Reference: NA

Delivery Program

Goal: 5. Organisational management

Outcome: 5.1 Corporate management

Strategy: 5.1.5 Provision of responsible internal governance

Author: Max Eastcott, General Manager

STAFF DISCLOSURE OF INTEREST Nil

IN BRIEF/SUMMARY RECOMMENDATION

This report is for reception.

TABLED ITEMS Nil

COMMENT

BUILDING SERVICES – DECEMBER 2022 TO FEBRUARY 2023

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

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

The department is continuing to receive a high volume of applications via the NSW Planning Portal for Construction Certificates, Complying Development and Building Information Certificates and currently has sixty active Construction Certificate approvals that are at varying stages of building process, and working towards their completion and the issue of an Occupation Certificate.

The following Construction Certificate (C/C), Complying Development Certificate (CDC), Building Information Certificate (BIC) and S68 applications have been approved for December to February 2023.

No.	Property Description	Development/Work	\$	C/ C	CD C	BIC	S68
4/2022	3 Ridley Street Bingara	Construction of a single dwelling and a semi-attached dwelling (duplex)	\$651,400	✓			
55/2022	77 High Street Warialda	Shed	\$20,000	✓			
59/2022	23 Copeton Dam Road Bingara	Footings and piers for pre-manufactured dwelling (DA 59/2022)	\$19,500	✓			
62/2022	Fairford Road Warialda	Shed with attached lean-to	\$20,000	✓			
31/2022	23 Copeton Dam Road Bingara	New onsite sewerage management system	n/a				✓
34/2022	4186 Elcombe Road Bingara	New onsite sewerage management system	n/a				✓
37/2022	11518 Gwydir Highway Delungra	New onsite sewerage management system	n/a				✓
1/2023	28 Ironbark Drive Warialda	New onsite sewerage management system	n/a				✓
7/2022	978 Caroda Road Elcombe	Farm building/shed	\$200,000		✓		
1/2023	10 Spring Street Bingara	Demolition of fire damaged dwelling	\$5,000		✓		
2/2023	65 Cunningham Street Bingara	Shed	\$11,000		✓		
5/2022	12 East Street Bingara	Shed (for the purpose of occupation certificate)	\$2,000			✓	
6/2022	135 Burundah Drive Warialda	Formalize shed/store built without consent	\$30,000			✓	
7/2022	63 Queen Street Warialda	Formalise carport built without consent	\$1000			✓	
8/2022	98 Long Street Warialda	Formalize shed, carport & patio built without consent for purpose of sale	\$10,000			✓	

NUMBER OF COMPLAINTS/INSPECTIONS December 2022 to February 2023

Type	No.	Yr. to Date	Actioned	Pending
Building	75	341	321	20

BUILDING MAINTENANCE

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

Projects Worked On

Staff worked on the following projects during the reporting period:

- Bingara Pre-school renovations and additions – work has been completed.
- Wellness & Interpretive Centre – all concrete slabs have been poured and underfloor plumbing and drainage installed.
- Renovation of the old Bingara Showground amenities block has been completed.
- Nicholson Oval Clubhouse – demolition has been completed and piers have been poured, all underfloor plumbing and drainage has been installed and the preparation for the pouring of the slab is being undertaken.

- Warialda Showground Amenities – concrete slab has been poured and underfloor plumbing and drainage installed, framework has been delivered.



Warialda Showground Amenities slab and underfloor plumbing & drainage completed.



Nicholson Oval Amenities - piers and underfloor plumbing & drainage.



Nicholson Oval Amenities – Preparation of the footings, slab and unfloor plumbing and drainage.

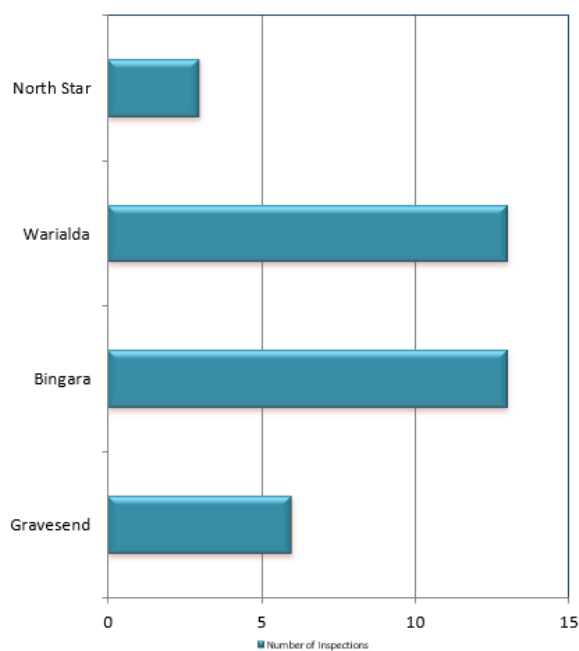
Environmental Department 26 November 2022 to 26 February 2023

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

Water Surveillance

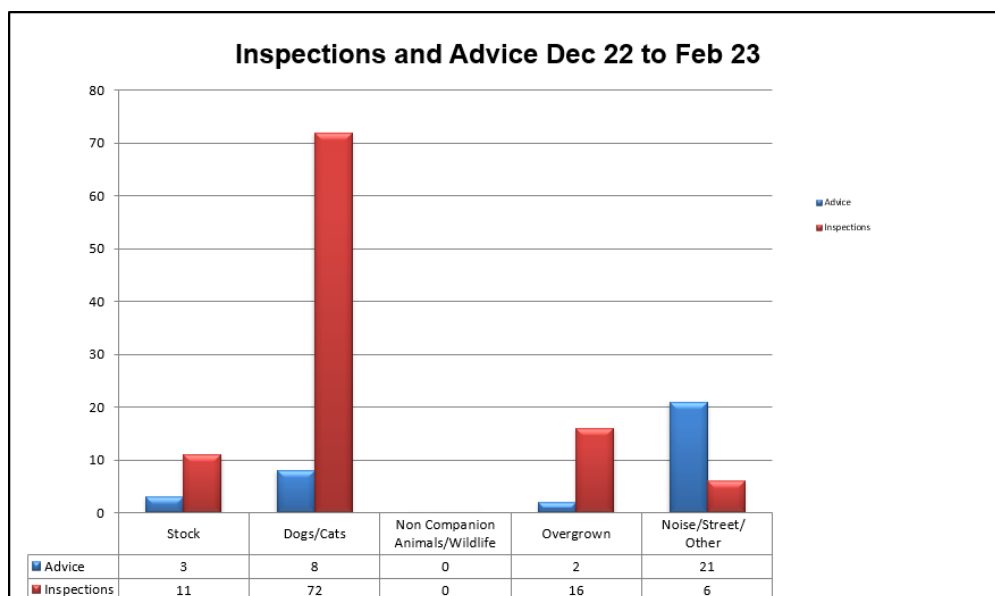
The Department continues to carry out routine sample collection for microbiological and chemical testing of the water supplies in the towns of Warialda and Bingara, fortnightly sampling of Gravesend and monthly sampling at North Star.

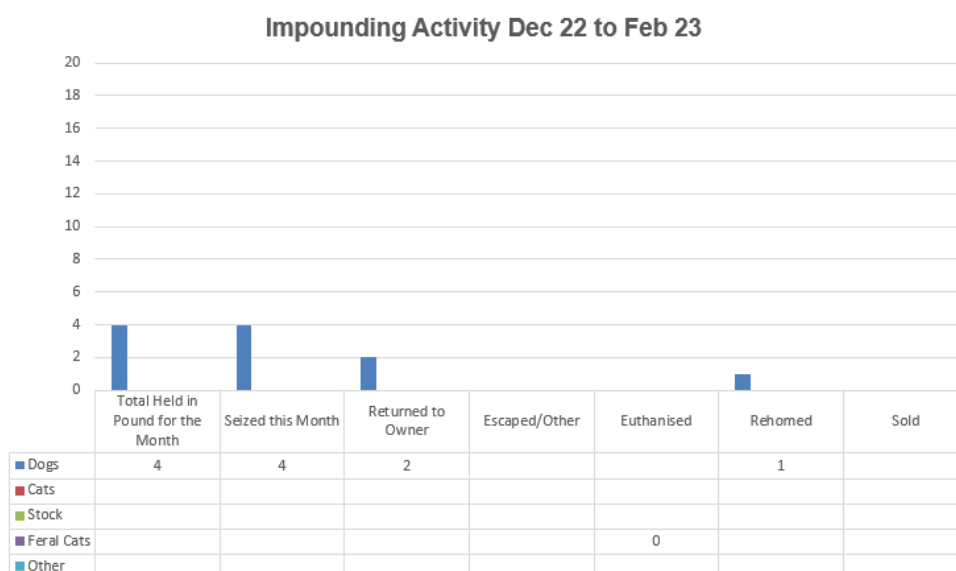
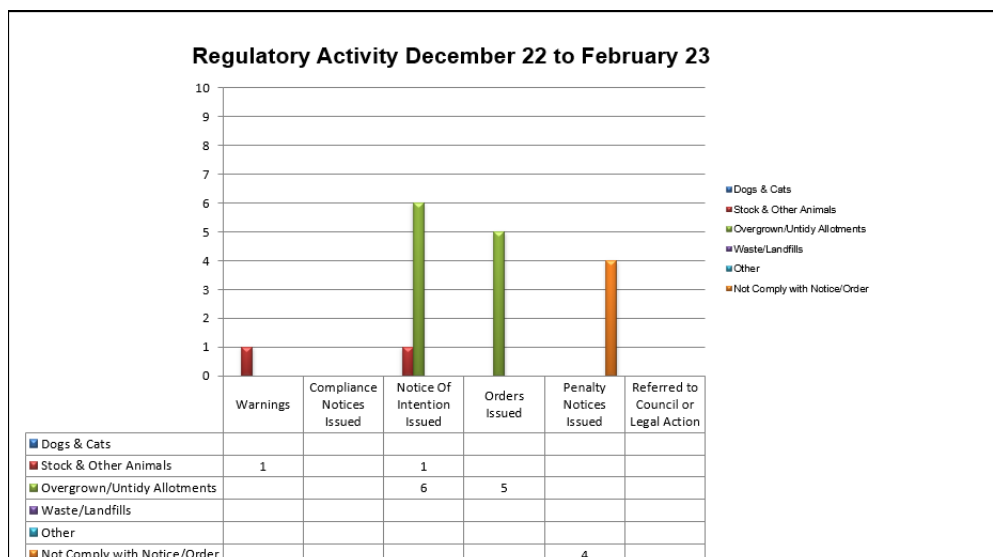


Water Sampling Dec 22 to Feb 23

Compliance and Regulatory Control

Council receives customer requests regarding overgrown block, roaming dogs, roaming stock, noise, the keeping of animals and other concerns. These are investigated and actioned as necessary.

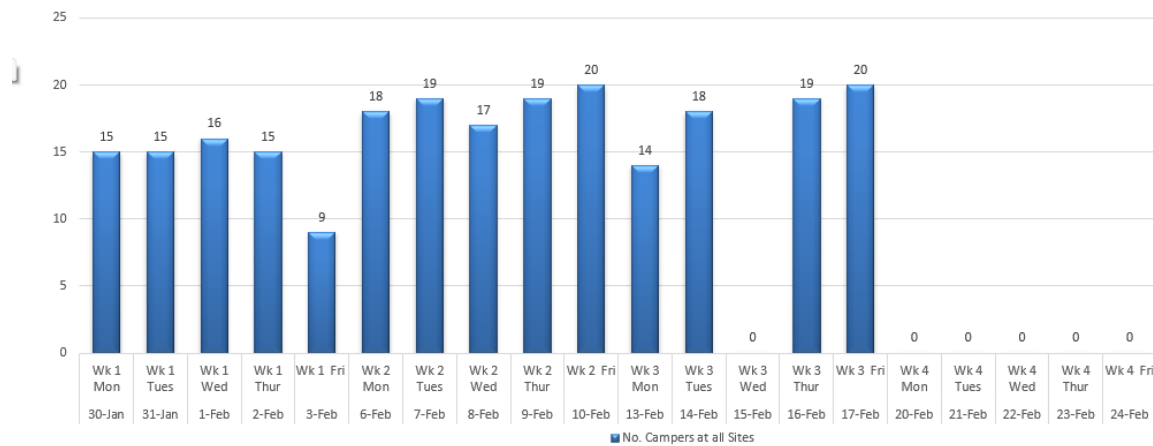




Riverside Camping

Council's Compliance Officer aims 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, where there is no data inspections were unable to be undertaken for various reasons or was not available at the time of writing the report.

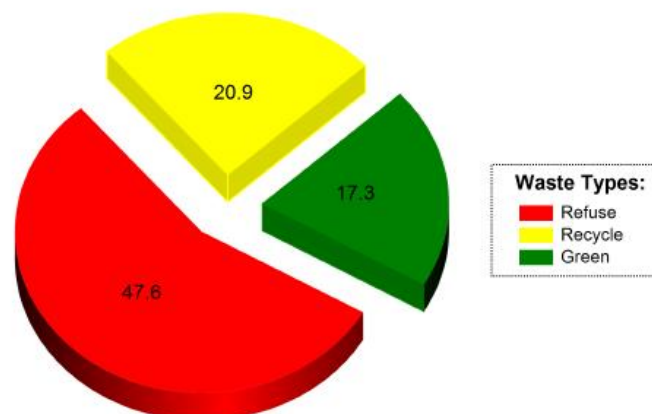
Daily Camping Inspections February 2023
Campers at all Sites



Waste Contract Services – December 2022 & January 2023

Gwydir Shire Council
Transaction Date Range: 28 NOV 2022 to 01 JAN 2023

Breakdown of Tipping for the Period

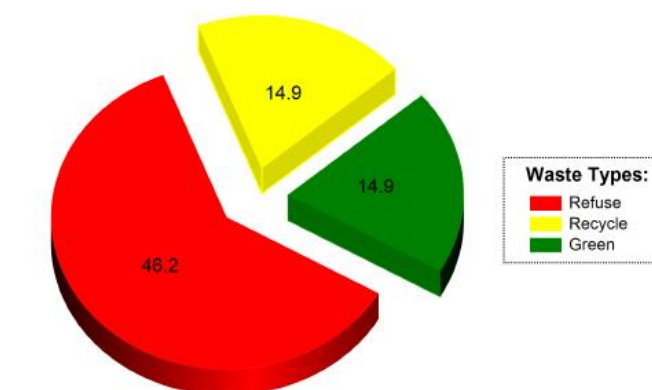


Total Tipping Tonnes: 85.87

Commercial in Confidence

Gwydir Shire Council
Transaction Date Range: 02 JAN 2023 to 29 JAN 2023

Breakdown of Tipping for the Period



Total Tipping Tonnes: 75.91

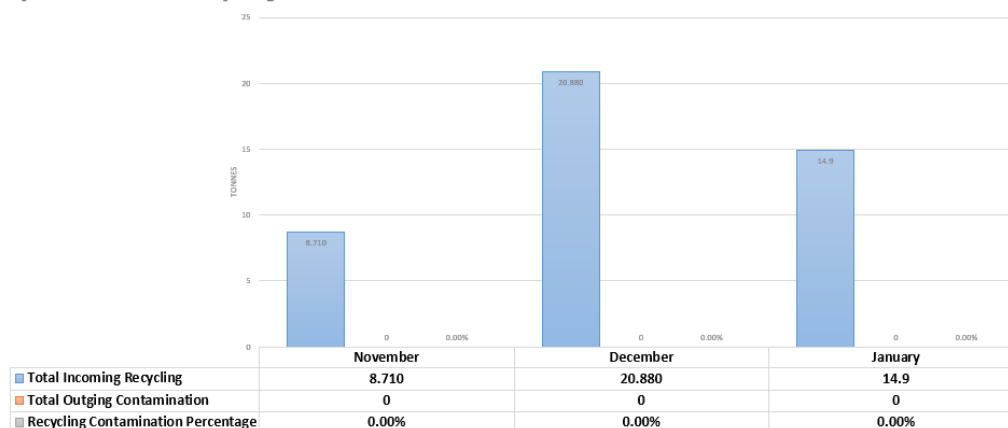
Commercial in Confidence

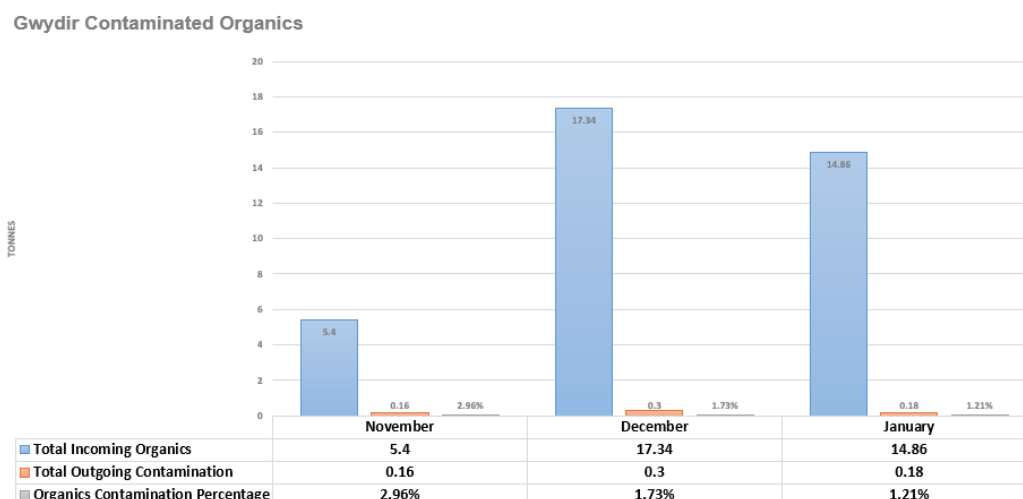
Contaminated Recycling and Organics

Recycling Statistics

Please note that the Cleanaway recycling contamination data may not actually reflect the contamination for that month. The process will sometimes mean that the contamination over multiple months is only reported in a single month which distorts that month's figure. The recycling contamination tonnage taken over a longer time dilutes these figures into an acceptable range. This happens because the contamination is collected in skip bins and only weighed when they are full and taken to the tip, which does not occur each month.

Gwydir Contaminated Recycling





Priority Weed Control

Property Inspection Program

Staff continue to assist land holders and the community with:

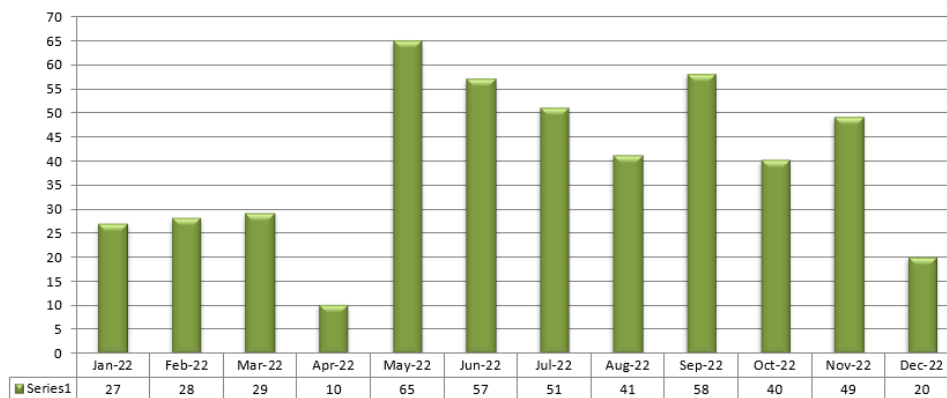
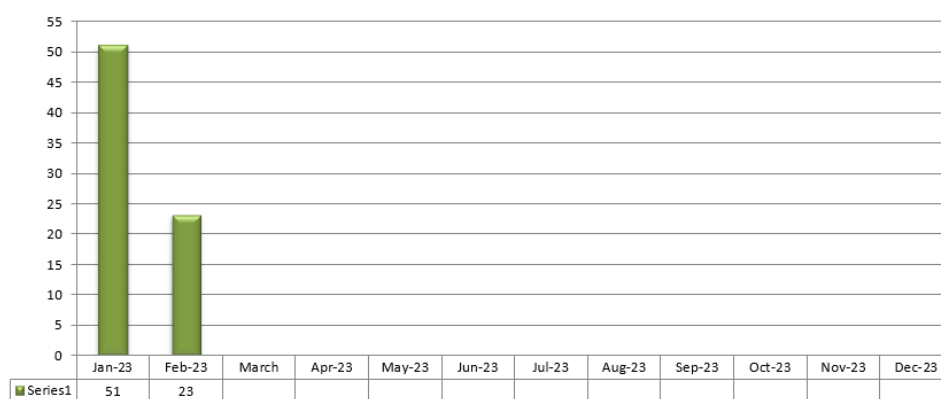
- Advice on the control of Priority Weeds and Biosecurity Duties
- Private and Public Property inspections
- Spraying of priority weeds and emerging weeds
- Authorised Officers are continuing to participate in ongoing Rapid Response Task Force in response to Parthenium Weed incursions in the Croppa Creek region and surrounds

Weeds Inspections

Property inspections are being undertaken in Section E during 2022 with property owners being offered support and advice on managing weeds. The parthenium outbreak at Croppa Creek continues to be inspected and monitored to ensure it is identified, contained and then eliminated.

Weeds Officers are currently concentrating their efforts on the continuing Parthenium incursion in the Croppa Creek area and the control of St Johns Wort throughout the council area.

The following graphs and charts show the noxious weeds inspections carried out during the reporting period.

**Weeds Inspections 2022****Weeds Inspections 2023****Priority Weeds Inspections for Dec 22 to Feb 23**

<i>Areas Inspected</i>	<i>No.</i>	<i>Ha</i>	<i>Rd km</i>	<i>Weeds Present</i>
Roadside High Risk Pathways	17	2148.2	429.64	Sweet Briar, Tree Pear, Common Pear, African Boxthorn, St Johns Wort, Mimosa Bush, Green Cestrum, Blackberry, Johnson Grass, African Love Grass, Athel Pine, Harissa Cactus, Johnsons Grass, Cereus Cactus
Private Property – High Risk	2	55	-	Narrow Leaf Cotton Bush, St Johns Wort, Mimosa Bush, African Boxthorn
Private Property	1	3000	-	Tree Pear, Common Pear, African Boxthorn, Mimosa Bush, Mother of Millions, Harissa Cactus, Rubber Vine
Private Property High Risk Reinspection	19	374.7	-	Parthenium, Tree Pear, African Boxthorn, African Love Grass, Mimosa Bush, Johnsons Grass, Madeira Vine
Private Property Reinspection	2	18.34	-	Green Cestrum

Waterways	4	60	12	Willows, Mimosa Bush, African Boxthorn, Tiger Pear, Tree Pear, Harissa Cactus, Rope Pear
Roadside	20	1213.8	242.76	Green Cestrum, St Johns Wort, African Boxthorn, Sweet Briar, Tree Pear, Common Pear, Honey Locust, Mimosa Bush, Blackberry, Mother of Millions, Harissa Cactus
Other Council Lands	9	69	-	Rope Pear, Tree Pear, Common Pear, Mimosa Bush, Green Cestrum, Thorn Apple
National Parks/Reserves	1	100	-	African Boxthorn, Mimosa Bush, Tree Pear, Common Pear, Silverleaf Nightshade
NWLLS Reserves	7	292.75	-	Parthenium, Common Pear, Tree Pear, Mimosa Bush, African Boxthorn, Thorn Apple, Chinese Elm, Oleander, Crown Beard
Recreational Areas	2	25	-	Green Cestrum, Mimosa Bush, African Boxthorn
Truck stops	7	5.75	-	Common Pear, Tree Pear, Mimosa Bush

Priority Weeds Control Works for Dec 22 to Feb 23

Road	Weed Code	Area - Ha	Length of Road/Waterway	High Risk Pathways	Roadside	Private Works	other
Horton Road	St Johns Wort	50	10	1			
Bingara Common	Noogoora Burr	2	-				1
Killarney Gap Rd	St Johns Wort	150	30	1			
Woodburn-Emmello Rd	St Johns Wort	25	5		1		
White Street Bingara	St Johns Wort	2.5	0.5		1		
Bingara Common	St Johns Wort	6	-				1
Gulf Creek Mine Site	St Johns Wort	12	-			1	
Merrivale Baroma Downs Rd Croppa Crk	Parthenium	25	5	1			
TSR Baroma Downs Rd Croppa Crk	Parthenium	1.25	0.25	1			
Rawdon Bardin Rd Croppa Crk	Parthenium	1.25	0.25	1			
Warialda Nature Reserve	Rope Pear	1					1
Mosquito Creek Road	Tree Pear, Common Pear, African Boxthorn	25	5	1			
Gulf Creek Mine Site	St Johns Wort	10	-			1	

Merrivale Baroma Downs Rd Croppa Crk	Parthenium	25	5	1			
TSR Baroma Downs Rd Croppa Crk	Parthenium	1.25	0.25	1			
Rawdon Bardin Rd Croppa Crk	Parthenium	1.25	0.25	1			
Warialda Nature Reserve	Rope Pear	1					1
Mosquito Creek Road	Tree Pear, Common Pear, African Boxthorn	25	5	1			
Merrivale Baroma Downs Rd Croppa Crk	Parthenium	15	3	1			
Merrivale Baroma Downs Rd Croppa Crk	Parthenium	15	3	1			
Rawdon Bardin Rd Croppa Crk	Parthenium	1.25	0.25	1			
TSR Croppa Creek	Parthenium	1.25	0.25	1			
Merrivale Baroma Downs Rd Croppa Crk	Parthenium	15	3	1			
Warialda Rail Landfill	All Weeds	3					1
Bingara Common	Green Cestrum	5	1	1			
Merrivale Baroma Downs Rd Croppa Crk	Parthenium	35	7	1			
Wyellan Park Buckie Rd Croppa Crk	Parthenium	1	0.2	1			

The Planning & Environment Department report for December 2022 to February 2023 was compiled with information available at the time of preparing the report.

COMMUNITY ASSETS

Caravan Park

The project works for the upgrade of the electricity supply to the Bingara Caravan Park has progressed much slower than Council had hoped due to delays in obtaining Essential Energy design and construction approvals.

When the high voltage supply upgrade is complete the unoccupied new building at the caravan park can finally be connected. This building will be a new residence and park office.

It is hoped that all the work will be completed by the end of May. It is particularly frustrating given the residence will have been onsite for over a year and not occupied.

In April, the Bingara Caravan Park toilet blocks and laundry will be demolished and replaced with a combined all access amenity and laundry. During this period the adjacent pool amenities will be utilised.

Interstate visitors to the Bingara Caravan Park phoned Council to compliment the caretakers on presenting such a wonderfully clean and inviting park.

Pools

The Warialda Pool continues to be the regional swimming hub for the area with patrons travelling from neighbouring towns to train and enjoy the 50 metre pool.

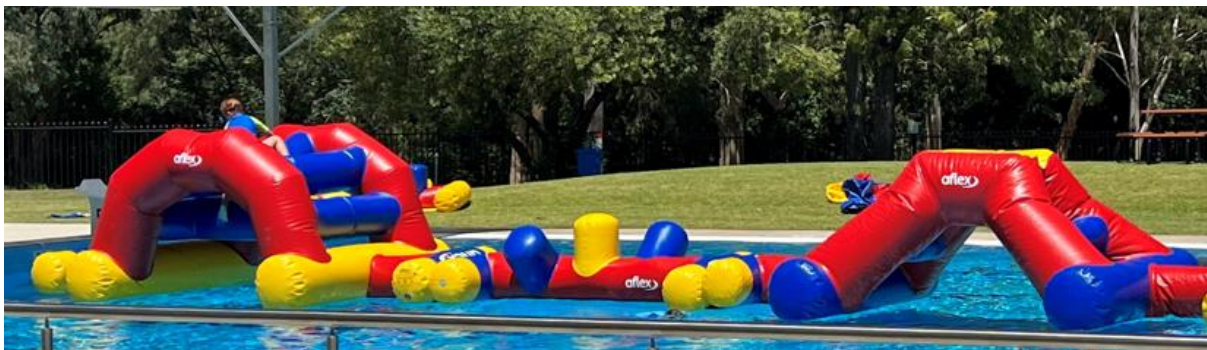
Seven schools held their swimming carnivals at the Warialda Pool during February.

The Warialda Pool was recently broken into with some goods and money stolen. The Police are investigating.

Many local Gwydir Shire students have qualified to compete at the Zone and Regional Swimming Championships, hoping to gain selection to attend the State Championships in March. This is a credit to the swim squad training available at both pools.

Due to popular demand, the early morning swimming sessions at the Bingara Pool was extended to five mornings per week throughout February.

Bingara Pool hosted a successful day using Council's inflatable obstacle course on Sunday 12 February. This was well received by the many patrons that attended on the day.



The inflatable at the Bingara Pool.

The Aquafit classes conducted three mornings per week by Bingara Multi-Purpose Centre staff, before the pool opens to the public, have seen numbers exceed 25 in recent weeks.

A new initiative, Mums and Bubs group lessons, commenced this month before the pool opening time.

Delungra and Bingara Public Schools held their swimming carnival at the Bingara Pool in February.

Cranky Rock

The caretaker has started moving into the residence, and has been tending to the animals, and hosting campers. The site is well presented.

Myall Creek Massacre Memorial Site

Friends of Myall Creek Massacre Memorial Committee held a meeting on Saturday 4 February. At this meeting members acknowledged Council's continuing support and voiced their appreciation.

The following table shows the number of people who entered comments into the onsite visitor platforms.

Month	Total
December 2022	153
To 25 January 2023	165
To 24 February 2023	83

Visitor comments during the reporting period included people from France, USA, South Australia, Northern Territory, Victoria, Brisbane, Far North Queensland (FNQ), Gold Coast, Caloundra, Sydney, Urunga, Gulgong and other regional towns.

“Finally, a memorial, this country needs more places like this!” Vicky (France)

“A wonderful place for truth and healing.”

“A great community project. Acknowledgement opens our eyes.” Ed (FNQ)

Gwydir Libraries

Statistics	Bingara	Warialda	Gwydir
Door count	1903	1420	
Loans	2002	680	
New members	10	4	
E-resource users			68
Downloads			620
PC usage	152	67	
WIFI usage	420	260	
Programs		24	
Adult Program attendees	104	70	
Children Program attendees	230	110	
Home delivery	10	4	
Institution delivery	5	2	
Seniors Be Connected sessions	11	5	
Community Support Hub	14	4	

Staff Training

Both Library staff members attended training conducted by the State Library of NSW. Training involved the law, drug and alcohol collections and on-line resources. This training will assist staff with youth school projects.

Outreach

Emails were sent to all schools across the Shire offering bulk loans and assistance to students with research and projects via email. Many schools have expressed an interest in bulk loans along with a request for staff to visit classrooms.

Visits to the village play groups and preschools will begin next term.

Bingara Library

The Bingara Library celebrated its third anniversary on February 14 (Library Lovers' Day). Bookmarks, along with a little treat, were handed out on the day to celebrate the occasion. The After School group celebrated with a cake for afternoon tea.

- Bulk home delivery to individuals, housebound members, Touriandi and the hospital residents continues.
- Be Connected internet tutorials are fully booked for the next four weeks.
- Assistance is given daily to members of the community through Community Hub.
- All iPads are ready for reborrowing with the Be Connected seniors experimenting with the devices during their weekly session.
- Bingara Library will once again offer craft and library information visits to the local hospital residential care unit and retirement homes.
- The Home Schooler program, hosted every Wednesday morning, is very successful.
- The Bingara Library hosted the Opportunity Shop fashion parade on Saturday February 25.
- The Bingara librarian will begin scheduled visits to the local school and preschool beginning March 8. The schools will visit the library during the cooler months.

Warialda Library

- After School programs resumed and are fully booked.
- Library and community members use computer and printing services.
- Once again staff will offer craft and library information visits to the local retirement home.
- Be Connected sessions continue to be successful, with sessions hosted every Tuesday and Thursday.

Property Management

The lessees of the Roxy Café have notified Council that they will be closing on Sunday 26 February.

Gwydir River – Fairy Tree Area

Further to the meeting with NSW Soil Conservation Service (Soil Con) staff late last year, Council has entered into a Service Contract with them, and Soil Con staff are expected to conduct an onsite inspection and to finalise a design for remediation and beautification works by the end of April 2023.

The site inspection will also include the banks below the Bingara Golf Course which has suffered significant flood damage.

In the December issue of The Gwydir News, Council invited readers to contact them with what they would like to see happen with the riverfront area and the Bingara Council Chambers. This invitation has been extended to 5:00pm Wednesday 15 March.

Gwydir Health Alliance Meeting

The first 2023 meeting of the Gwydir Health Alliance was held on Thursday 23 February at the Roxy Conference Room. Minutes will be provided in next month's report.

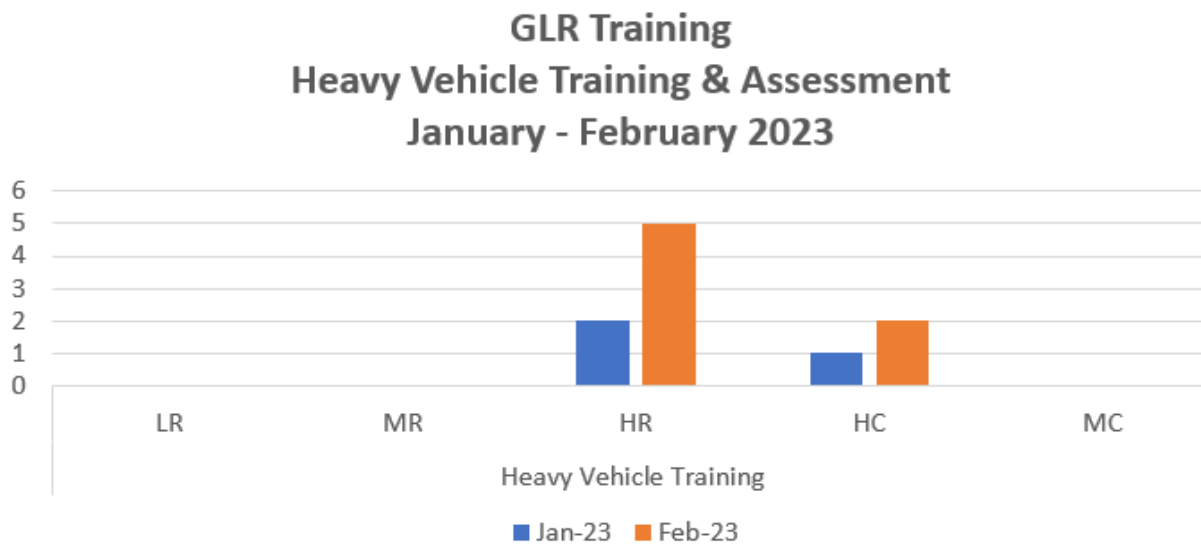
Gwydir Learning Region

Heavy Vehicle Training and Assessment

Promotion of the services provided by GLR Training has had a positive impact with a current heavy vehicle training waiting list up to May 2023.

January – February statistics are as follows:

	Enquiries	Applications for S&S Funding submitted and approved	Paying clients	Training completed	Future bookings
January 2023	11	5	1	3	
February 2023	4	1	2	7	9

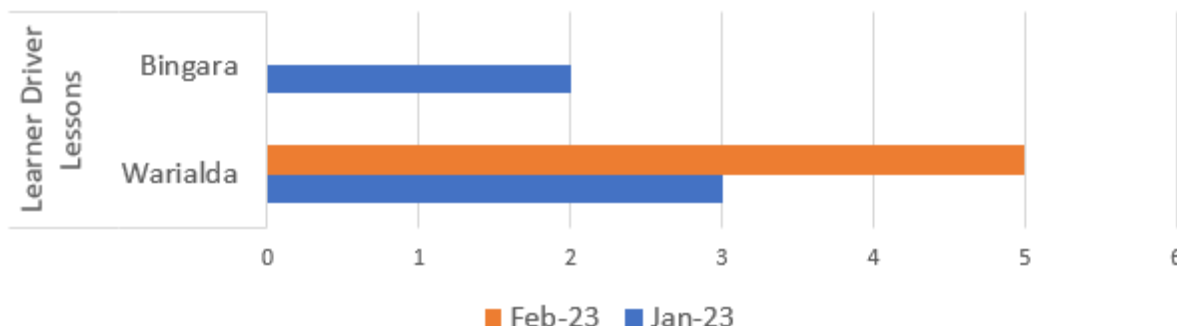


Heavy Vehicle Training Payments received in February 2023.

Fee Paying Clients	\$ 1,800.00
Smart and Skilled subsidies (received from NSW Dept of Education)	\$10,360.80

GLR Training Learner Driver Car Lessons (1 hour/lesson)

GLR Training Learner Driver Lessons January - February 2023



Gwydir Career Start Program 2023

2023 has started with a bang for the Gwydir Career Start Program. The following students have accepted School Based Traineeships with Gwydir Shire Council.

Chelsea Bilsborough



School Based Trainee - Early Childhood Educator

Chelsea is currently studying Year 11 via Dubbo School of Distance Education. She will also be studying Certificate III Early Childhood Education and Care, provided by International Child Care College, whilst working part time under the supervision of Charmaine Reading at the Bingara Preschool.

Chelsea commenced work with Council on 31 January 2023.

Wraith Rowan



School Based Trainee - Gardener

Wraith attends Warialda High School and is currently in year 10. He will be studying Certificate II Horticulture via TAFE whilst gaining valuable skills and experience working under the Supervision of Wayne Ford, in Council's Warialda Parks and Gardens team.

Wraith commenced work with Council on 13th February 2023.

Duncan Cook**School Based Trainee - Mechanic**

Duncan has commencing Year 11 at Warialda High School and is studying Certificate II Automotive Servicing Technology via TAFE. He has joined Council's team of mechanics at the Warialda Workshop.

Duncan commenced his school based traineeship with Council on 6 February 2023.

Matilda Cole**School Based Trainee – Community Assets**

Matilda lives at North Star and attends Warialda High School. She is currently in Year 11.

Matilda will be assisting Council's Community Assets team with the planning, organising and promotion of Council and community events. She will also assist in the Warialda Library.

Jacqueline Coombes**Trainee Early Childhood Educator**

Jacqueline completed her HSC at Bingara Central School in 2020 and since then has obtained her Certificate III Business Services and Certificate III Individual Support specialising in both Aged Care and Disability. She has been employed as a Disability Support Worker and wants to broaden her skills and knowledge by undertaking a traineeship in early childhood education. She will be studying Certificate III Early Childhood Education and Care via International Child Care College, whilst working part time under the supervision of Charmaine Reading at the Bingara Preschool.

Jacqueline commenced with GSC on 2nd February 2023.

Events

First Aid Kits

Bingara and Warialda offices now each have two first aid kits for community groups and Council staff to borrow for events. A register has been set up for the use of these.

Bingara Event - Grazing on the Gwydir

An Event Management Plan and Traffic Control Plan have been submitted and are currently under review for this event. Thanks to recent advertising, there are currently eight stallholders booked for the event. Tony and Helen Cornish, and L and N Acoustica will be providing entertainment at this event.

Gravesend Event – Jarrad Taylor Live

An Event Management Plan has been submitted to Council's insurance company for this event. Jarred Taylor is bringing other up and coming Country Music artists as an opening act and to play in between his sets. Children will also be able to enjoy amusement rides at this event.

North Star Events

Border Physio has finished hosting Pilates classes at the North Star Memorial Hall. A total of 16 lessons were conducted and it was reported these classes were well attended and received.

CWA NSW - North Star Branch are planning to hold a mixture of small workshops with the remaining funds. Plans are in motion to organise a communications workshop, lampshade making workshop and art classes for the children in the area. Final details are yet to be received and promoted.

Croppa Creek Event – Will Day

Will Day performed at the Croppa Creek Soldiers Memorial Hall on 11 February. Will and his band played a variety of music which included Paul Kelly and Garth Brooks, as well as their own songs. Over 90 adults and 30 children were in attendance. Council received reports from attendees who raved about the evening and the organisers deemed the event a great success. A post event evaluation was completed by the event coordinator.

Coolatai Event – Comedy Night

The Comedy Night at Coolatai was held on Thursday 23 February. Comedians Dave O'Neil and Des Dowling were well received by event goers. Approximately 90 people attended the show and for the size and nature of the event the crowd number was ideal. There were many positive comments about the night and many laughs were had.

Naroo Open Day

Advertising for the Naroo Open Day occurred this month and all Council obligations regarding the Event Management Plan have been received and approved.

Social Media Designs

Coolatai Comedy Night – Poster and Social Tile

February Payment Run - Computer Monitor Lockscreen

Mind the Madness – Warialda Family Health Night – Poster and Social Tile

Jarrad Taylor Live (Gravesend Event) – Poster and Social Tile

Will Day (Croppa Creek Event) – Poster and Social Tile

Naroo Open Day – Poster and Social Tile

Warialda Races – Poster and Social Tile

The Bingara Community Op Shop – 500 ticket raffle – Poster

Warialda Ad for the Warialda Show Schedule

Save the Date – Honey Festival – Social Tile

Inflatable Fun – Bingara Swimming Pool – Social Tile

International Women’s Day Poster – Bingara Toy Library – Poster and Social Tile

Nutritionist Guest Speaker – Bingara Toy Library – Poster and Social Tile

Accessing Council’s Policies – Computer Monitor Lockscreen

Various Positions Vacant and Council Messages – Social Tiles

Happy 70th Birthday – Jen Mead – Computer Monitor Lockscreen

Business Growth (Business Workshop) – Poster and Social Tile

The Gwydir News

A hiatus from a printed production in January allowed for more time to focus on less important but nevertheless required jobs such as adjusting advertisements where required and updating contact lists.

The lead-up to print produced the usual rush to have copy in by contributors on time, and then adjusting layout to have content fit into a multiple of four to allow the print to go ahead.

February’s *education feature* was not as well subscribed as anticipated. All schools in the Shire, from preschools to homeschoolers, were all emailed and, or tagged in posts reminding them of the feature, yet the only submissions received were from the Community College and the Bingara U3A group.

Similarly, other planned initiatives such as Letters to the Editor and Hatch, Match and Dispatch were not adopted by anyone. Further, no one has yet made any submissions to the online reader suggestion page.

Advertising revenue from the NSW Electoral Commission has unfortunately ceased. The Commission decreed that any paper that does not have an audited circulation figure or a Roy Morgan readership figure will not receive advertising spaces. As a result, unless politicians and, or political parties wish to fund their own advertisements privately, the Gwydir News will not be running any election advertisements.

A new regional newspaper has started up – the New England Times. It will cover the New England Region and Northern Tablelands and including the Gwydir Shire. A call has been put out to local reporters who are looking for freelance work. Given they have a reasonable payroll, it is expected The Gwydir News will lose some readership to them, albeit minimal.

The “What’s On” page goes from strength to strength, with positive feedback received. The notice boards in town will be updated with relevant posterised information about the Gwydir News and upcoming events.

From March, in addition to “What’s On”, there will also be a section included for a call-out to volunteers, in conjunction with a listing of current fundraisers.

The Living Classroom (TLC)

Council has been developing an alliance with Southern Cross University - Regenerative Ag Alliance. The university is so committed to their relationship with Council and the community they are currently advertising for an Adoption and Extension Officer with the Drought Innovation Hub. The successful applicant will be full-time and based in Bingara. Council has agreed to provide office space for this person at The Living Classroom.

The Living Classroom will soon boast five new cabins which will be delivered and installed onsite the first week of March 2023. These cabins are being stored on-site while the Development Application is being determined.

Feral pigs have moved into TLC and have caused damage to gardens and grounds. Approved baits, obtained by Northern Slopes Landcare Association (NSLA), have been laid to control the pigs. Cameras were supplied by NSLA and installed to gauge the number of pigs in the area.

All timber posts onsite including around the carpark, entry and signage have been oiled.



Pigs caught on film at The Living Classroom

The TLC motor vehicle was involved in a minor accident (with a kangaroo) on Wednesday 22 February.

This incident has been reported and dealt with.

The following organisations have used TLC for various meetings: DRNSW Local Land Services Agency for North West Weed Officers, North West Regional Weeds Committee, Friends of Myall Creek Massacre Memorial Committee, various Council departmental meetings, Northern Inland Risk Group, National Parks and Wildlife Service.

TLC staff assisted other Council departments with various tasks including helping water street trees, organising the registration of Council’s new stage trailer, deliveries between Council’s offices and depots, and sowing flower seeds to be used in the main street gardens, and testing and tagging items at the Bingara Op Shop.

The Roxy Theatre

Northwest Theatre Company (NWTC) hosted a successful Trivia Night fundraiser on Saturday 11 February. The event was a sell-out and enjoyed by all who attended.

NWTC also screened their film club's movie "Star Wars: Episode IV A New Hope" on Sunday 26 February.

COUNCILLOR ACTIVITY SCHEDULE

February 2023		
Councillor	Event	Date
Cr John Coulton (Mayor)	Gwydir Shire Biohub – Teams Meeting	2 nd Feb.
	Ken Davey's Zoom Meeting	8 th Feb.
	Meeting with Struxi – The Roxy Conference Room	14 th Feb.
	Inland Rail N2NS phase 1 site meeting	22 nd Feb.
	Ordinary Council Meeting – Warialda Council Chambers	23 rd Feb.
	BROC Meeting – Zoom Meeting	23 rd Feb.
	Gwydir Health Alliance Meeting – Roxy Conference Room	23 rd Feb.
	NEJO Meeting – Warialda Town Hall	27 th Feb.
Cr Catherine Egan (Deputy Mayor)	Meeting with Fire & Rescue NSW – Bingara Fire Station– The Roxy Conference Room Bingara	7 th Feb..
	Citizenship Ceremony and Committee Meeting – The Roxy Conference Room Bingara	9 th Feb.
	Meeting with Struxi – The Roxy Conference Room	14 th Feb.
	Ordinary Council Meeting – Warialda Council Chambers	23 rd Feb.
	Gwydir Health Alliance Meeting – Roxy Conference Room	23 rd Feb.
Cr David Coulton	Meeting with Fire & Rescue NSW – Bingara Fire Station – The Roxy Conference Room - Bingara	7 th Feb.
	Citizenship Ceremony and Committee Meeting – The Roxy Conference Room Bingara	9 th Feb.
	Meeting with Struxi – The Roxy Conference Room Bingara	14 th Feb.
	Ordinary Council Meeting – Warialda Council Chambers	23 rd Feb.
Cr Geoff Smith	Ordinary Council Meeting – Warialda Council Chambers	23 rd Feb.
Cr Lyndon Mulligan	Citizenship Ceremony and Committee Meeting – The Roxy Conference Room - Bingara	9 th Feb.
	Ordinary Council Meeting – Warialda Council Chambers	23 rd Feb.
Cr Marilyn Dixon	Meeting with Fire & Rescue NSW – Bingara Fire Station – The Roxy Conference Room - Bingara	7 th Feb.
	Citizenship Ceremony and Committee Meeting - The Roxy Conference Room - Bingara	9 th Feb.

	Meeting with Struxi – The Roxy Conference Room Bingara	14 th Feb.
Cr Tiffany Galvin	Citizenship Ceremony and Committee Meeting – The Roxy Conference Room Bingara	9 th Feb.
	Meeting with Struxi – The Roxy Conference Room Bingara	14 th Feb.
	Ordinary Council Meeting – Warialda Council Chambers	23 rd Feb.
	Gwydir Health Alliance Meeting	23 rd Feb.
Cr Jim Moore	Meeting with Fire & Rescue NSW – Bingara Fire Station – The Roxy Conference Room - Bingara	7 th Feb.
	Citizenship Ceremony and Committee Meeting – The Roxy Conference Room Bingara	9 th Feb.
	Meeting with Struxi – The Roxy Conference Room Bingara	14 th Feb.
	Koalas – Warialda Town Hall	15 th Feb.
	Historical Society Meeting - Warialda	16 th Feb.
	Ordinary Council Meeting – Warialda Council Chambers	23 rd Feb.
Cr (Dr) Chris Matthews	Meeting with Fire & Rescue NSW – Bingara Fire Station – The Roxy Conference Room - Bingara	7 th Feb.
	Citizenship Ceremony and Committee Meeting – The Roxy Conference Room Bingara	9 th Feb.
	Ordinary Council Meeting – Warialda Council Chambers	23 rd Feb.
	Gwydir Health Alliance Meeting – Roxy Conference Room	23 rd Feb.

OFFICER RECOMMENDATION

THAT the report be received.

ATTACHMENTS

Nil

COUNCIL RESOLUTION:

THAT the report be received.

(Moved Cr Egan, Seconded Cr Galvin)

CARRIED

For: Cr J Coulton, Cr Egan, Cr D Coulton, Cr Dixon OAM, Cr Galvin, Cr Matthews, Cr Moore and Cr Smith

Against: Nil

8.2 Organisation & Community Services

File Reference: NA

Delivery Program

Goal: 5. Organisational management

Outcome: 5.1 Corporate management

Strategy: 5.1.5 Provision of responsible internal governance

Author: Leeah Daley, OCD Director

STAFF DISCLOSURE OF INTEREST Nil

IN BRIEF/SUMMARY RECOMMENDATION

The monthly Organisation and Community Services Report details the activities carried out by the Department during January and February 2023.

TABLED ITEMS Nil

BACKGROUND

The monthly Organisation 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.

COMMENT

AGED CARE – NAROO FRAIL AGED HOSTEL

Resident News & Outings

This month has been quiet as far as activities go with Lara being away on leave. The residents have enjoyed some different faces doing activities with them. They enjoyed some lovely early walks in the park before the heat set in each day. Carpet bowls are always a hit, nothing like playing games and activities in the air conditioning. Lots of colouring, word puzzles and a poker show after lunch in the activity area.





Commonwealth Home Support Program (CHSP) – Warialda/Delungra

Budget:

Sharon Baker

Meetings

Next meeting with CHSP Manager to be advised.

Volunteers

CHSP have four new Meals on Wheels volunteers coming on board.

Transport And Trips

Clients enjoying their trips to Inverell.

Social Support

All ways given whether Meals on Wheels, transport, Day Centre, or Outings.

Day Centres

It's been a great start to the year so far CHSP have approximately six new Day Centre members enjoying the centre and company of others.

Food Service

Meals on Wheels are being delivered to thirteen customers averaging ten per day.

WARIALDA / DELUNGRA CHSP MONTHLY REPORT		February 2023
Day Centre	Delungra	Warialda
Total active clients	19	106
Clients receiving service	9	46
Total Meals in Centre	39	240
Hours Clients Receive in Centre	124	422

Social Support		
No of Clients	9	49
Individual Hrs	0	66
Group Hrs	124	356
Total Hours Received	124	422
Food Service (Meals On Wheels)		
Clients	0	13
Meals	0	192
Transport		
Number of Clients	1	18
Number of Trips (return trips)	2	64
Access Bus - Inverell		
Number of Clients	1	7
Number of Trips (per month)	2	2
Volunteers		
No of Volunteers for the Month	1	37
Monthly Volunteer Hours	32	193
Outings / Functions		
Number of clients	Lavender Farm	Bingara salt cave & lunch

SOCIAL SERVICES

Bingara Neighbourhood Centre

Funding body – NSW Department of Communities and Justice

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 Community Op Shop provided the Neighbourhood Centre with \$2000 worth of IGA gift cards. These are being distributed to those in need and have been incredibly well received since the exit of the Salvation Army welfare service.

S355 Committees – The Bingara Community Op Shop

The Op Shop continues to thrive and grow. The new shed has opened, and the transition went well. The group held an open day and half-price sale this month as well as a fashion parade and morning tea. This one event raised \$1400 which is an outstanding effort for the hard-working volunteers. There were 9 new volunteers inducted during February with many and varied life experiences to share.

Centrelink

Centrelink remained normal for operation days and hours during February.

Youth Mentoring Program

Month	Number of participants
December	8
January	1
February	6

The Youth mentoring program has been assisting young people with Centrelink, Medicare, job applications, behaviour management & resumes.

Youth Services

Funding body - Funding body – NSW Department of Communities and Justice

The Gwydir Shire Talent Quest was held on the 21 January 2023, with three categories advertised; Under 18 years, 18 and over and mixed (Under 18 and 18 or over). The event was held in The Memorial Hall in Warialda due to the venue being central to the Shire's residents. This strategy seemed to work with contestants coming from Yetman, Warialda and Bingara and one contestant in the 18 and over section travelling from Moree. We also had an entrant from outside the district, who was visiting friends in Bingara.

Families and friends of the performers, and members of the public, were treated to presentations by dancers, singers, musicians, and a poet. Some delivered two items, helping extend the afternoon's entertainment.

Larry and Natalie, (local entertainers - Jam Happening) and Lana (a local who only came to watch!), volunteered their time to judge the acts.

Sponsors for the event included;

- Bingara RSL) who will have a "walk-up" competition at their Country Music Festival in April, with \$500 prize money on offer - \$100 first prize for each category.
- Roger Moore Pty Ltd., a long-time Warialda family business with fuel, mechanical repairs, tyres and much more - \$50 second prize for each category. These prizes were given as Gwydir Gift Cards.
- And Mannum Wholesalers, a new shop in Warialda with Giftware & Promotional Products ('trophy' mugs for each category)

There were two adult performers (18 and over) and eight children (Under 18 years). No entries were received for the mixed category, so the Under 18 category was divided into dance and vocal sections.

Numerous positive comments were received about the talent of the contestants and the event, with many expressing a desire for more opportunities for people to display their performance talents.





This month, staff reviewed and finalised the Talent Quest. Certificates were provided to participants, judges, and sponsors and an article for February edition of Gwydir News.

Staff have been visiting the Warialda Library for out of school hours activities. Support is provided to students in the areas of social, research and emotional management skills.

Research into, and discussions about, grants and activities for programs for young people for the upcoming next couple of months. We look forward to seeing what other opportunities we can provide for the Youth in our shire.

Commencement of volunteer recruitment for assistance with activities has begun, with the hopes that Youth Services staff can have more help and assistance from members of the public and community when it comes to events.

Staff attended a Vinnies meeting at the Warialda premises, where discussions were held re: the impending closure and possible sale of the site. Warialda and Bingara residents have been able to and will continue to be able to receive assistance from the Inverell Care and Support Team.

Vacation Care

December

Total Points of Contact Tuesday 20 December 2022 – Wednesday 21 December 2022	34
Number of Children & Families enrolled in Holiday Activities	12 Families 22 Children 11 Boys 11 Girls
Number of Children & Families enrolled in Holiday Activities Bingara	3 Families 5 Children 3 Boys 2 Girls
Number of Children & Families enrolled in Holiday Activities Warialda	9 Families 17 Children 8 Boys 9 Girls

Vacation Care was held on Tuesday 20 December at Warialda Toy Library and on Wednesday 21 December at Bingara Toy Library. Children participated in Christmas Craft and activities and the children enjoyed thinking outside of the box to create a Christmas tree ornament for them to take home. Unfortunately, numbers for Bingara were low as families had started to go on holidays for the Christmas break.

Other activities within the program were UNO, Spot It, puzzles, hide and seek, and free drawing and craft opportunities. Children at Warialda created their own puppet shows and presented them to the group, which they all enjoyed with lots of giggles and funny stories.



January



Vacation Care was held from Monday 9 January to Friday 13 January at Warialda Toy Library and from Monday 16 January to Friday 20 January at Bingara Toy Library. Children participated in various craft, games and activities due to the duration of the program at each venue. Children coloured in a bingo sheet each which was then used for multiple group bingo competitions which they enjoyed. They

Total Points of Contact Monday 9 January 2023 – Friday 20 January 2023	74
Number of Children & Families enrolled in Holiday Activities	30 Families 44 Children 24 Boys 20 Girls
Number of Children & Families enrolled in Holiday Activities Bingara	9 Families 10 Children 7 Boys 3 Girls

also created Stained glass windows, and other craft and drawing items.

Number of Children & Families enrolled in Holiday Activities Warialda	21 Families 34 Children 17 Boys 17 Girls
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Games such as Murder Wink, guess who made the sound, Rhythm Master, Hide and Seek were also played. Children at Warialda created their own puppet shows again, which showed a lot of imagination and various skills. It was great to see such large numbers for Warialda, with having 29 children attend on one day. Unfortunately, again, numbers for Bingara were low. This was due to families been away, but also parents taking time off work also to stay home with the children.

Supported Playgroup Development Worker

Funding body – Department of Communities and Justice

Warialda Toy Library	Dec 2022	Jan 2023	Feb 2023
Total daily attendance count for children, (calculating each child, each day over the month –total points of contact).	44	0	71
Full borrowing memberships (new and/or renew)	0	0	0
Non borrowing memberships (new and/or renew)	0	0	0
Casual borrowing memberships (new and/or renew)	0	0	0
Commemorative Birth Certificate applications received	1	0	0
Toys returned	6	0	7
Toys borrowed	2	0	6
Groups using the service (FDC carer, Pharmacy)	0	0	1
Tuesday group morning session x 2	10	0	12
Wednesday group morning session x 4	0	0	19
Thursday group morning session x 4	19	0	35
Friday group morning session x 2	15	0	5

Warialda Toy Library opened back up for 2023 in February and got into the swing of things.



There was two Guest Speakers for this month, with our local Ambulance Drivers coming in on Thursday 2 February, giving the parents and children a talk about wound care, what injuries do we call 000 for, and general at home safety. Due to Warialda Public School still not being back at school, some older siblings attended this information session with their families which was beneficial to those children. On Tuesday 21 February, the Rural Outreach Support Worker attended and gave an information session to families about what their service offers and the things that they can help with. But also, she had questions for the families to get to know their needs so she is able to cater and help out as much as she can.

Being the first month back for 2023, the children and families enjoyed playing and catching up with others. Activities for the month included block building to help develop fine motor skills, cloud dough for sensory play, pine cleaner shapes for craft, puzzles, painting milk cartons, and train track building as we had a new box of train tracks donated to the service.



Bingara Toy Library

Funding body – NSW Department of Education and Communities

Particulars	DEC 2022	JAN 2023	FEB 2023
Total daily attendance count for children, (calculating each child, each day over the month –total points of contact).	107	0	116

Full borrowing memberships (new and/or renew)	1	0	0
Non borrowing memberships (new and/or renew)	0	0	1
Casual borrowing memberships (new and/or renew)	0	0	0
Commemorative Birth Certificate – Voucher memberships	0	0	0
Toys returned	3	0	7
Toys borrowed	7	0	2
Children/Group using the service (FDC carer, pharmacy)	5	0	1
Tuesday group morning session x 3	34	0	23
Wednesday group morning session x 4	33	0	60
Thursday group morning session x 4	61	0	45
KSK group afternoon session x 8	32	0	51

This month was the first month fully back open to the public after the Christmas, New Year and staff annual leave breaks.

Families were keen to be back at playgroup and everyone had lots of catching up to do. Each session someone new returned or there was a new family joining our little playgroup community. It is lovely seeing everyone chatting away and supporting each other. Children from only weeks old up until age five years old have been in attendance this month. There have been nan's, mums and dad's visit with the children this month which make the dynamics of the morning different, in a good way.

Rural Outreach Service from Inverell was our guest this month, the Support Worker engaged with families providing them with advice and information and what the service can help support with.

Activities provided this month ranged from cutting out templates to glue, sticky tape or fold to make an item, playdough with scissors and craft items, water tables filled with water/balls/plastic animals/bottles/cups/jugs, goop bowl, bubble bowl, shave foam bowl, water walls which promote filling and tipping, Valentine's Day crafts, Nursery rhyme themed colouring in pages, 2023 New Year and Chinese New Year colouring in pages just to name a few.



Each week there was a topic which was covered with handouts, conversation, and links from websites. Those being routines, water safety, and ear health for this month. Bub to three-year-old water familiarisation classes were very popular amongst the families. Families are encouraged to share and give their opinion plus support each other during session times, which on some days is very productive and helpful, allowing a mum to try something else to solve their concern.

Staff have been planning and organising guest speakers or special events for the families to enjoy for the first half of this year and one we celebrated this month was Pancake Day by making, cooking, and eating pancakes.

The Kool Skool Kids Program is well attended with nine on a Tuesday and eight on a Thursday. Of those numbers there are four sets of siblings Tuesday and three sets on Thursday. The children prefer to play each afternoon with Lego, cars, blocks, army men and the doll's house mostly but staff do offer after the first half of the session, games, puzzles, drawing activity, craft, and whiteboard drawing. It has been a little too hot to venture outside but the children are keen as soon as the heat settles.



Bingara Preschool

Funding Body – Early Childhood Education and Care Directorate

NSW Department of Education and Communities.

Days	February 2023
Tuesday	26

Wednesday	27
Thursday	25
Friday	25

Bingara Preschool Training:

The Programming Cycle:

On Tuesday 28th February, the Director and Educational Leader facilitated a service training for the new Educators and Trainees. This two-hour training covered the planning cycle, demonstrating how the service documents the curriculum offered. During the training, the Director and Educational Leader covered observations, evaluations, critical reflection, and the weekly program.

Pulse Training:

During the month of February, the Trainees, The Educational Leader, and the Director all completed the assigned modules and trainings on the PULSE dashboard. The Trainees completed the new employee training, providing them with extra knowledge in relation to being a Gwydir Shire Council employee. This training added to their formal induction that they both completed on their first day at the service in their new role.

Pancake Day

On Tuesday 21st February, it was Pancake Day. The children were invited to stir the pancake mix. At the table the children spoke about what they like to have on their pancakes at home. The children were offered fruit to add to their pancakes including banana and blueberries. The children all laughed when an Educator brought out purple pancakes (from adding blueberries to the mixture). **EYLF 3.1: The children share humour and laugh with others.**



Lunar Year – February 2023.

During the month of February, at Bingara Preschool, the children learnt about the Chinese Lunar New Year. The Educators offered a range of experiences for the children to explore including creative flag painting, a Chinese restaurant in home corner and learning about different types of Chinese food. At the creative table, an Educator placed pictures of the Lunar New Year Celebration, places in China and the Chinese flag. A child was quick to identify the picture of the flag. The child said: 'Hey that is a flag, I haven't seen that one before'. During indoor play, the children came over to the table and the Educator and the children discussed what was in the pictures. A child was excited to see the bowl of rice. The child said: 'I like rice, but it goes everywhere'. The child then went on to paint his own bowl of rice, and of course added the rice going everywhere out of the bowl. The children and the

Educator spoke about placing these paintings up for everyone to see. The paintings are placed on the Bingara Preschool 'Our Focus' board.

EYLF 1.2: The children express pleasure and pride in their own creations.



Tharawonga Mobile Resource Unit

Funding body – Australian Government Department of Education, Skills and Employment.

Days and Venues	February 2023
Monday at Croppa Creek	12 (0 extra casual places)
Tuesday at North Star	10 (1 extra casual places)
Wednesday at Yallaroi	9 (6 extra casual places)
Thursday at Yetman	4 (extra casual places)
Friday at North Star	4 (10 extra casual places)

Beginning of the 2023 year – Children returned to Tharawonga Tuesday 7 February after the school holidays.

Staff Update – Tharawonga educators completed their CPR and Asthma and Anaphylaxis Training. We welcomed a new casual staff member who is Diploma trained with years of experience in Early Childhood Education and Care. We also have a Work placement student undergoing training at our service.

Croppa Creek – We welcomed 5 new children to Croppa Creek this month. As many of the children are aged 2-3 years old, educators are working on building a strong routine to meet the needs of the children and provide consistency, spending time getting to know each child and family, and establishing clear boundaries and expectations at the service. Educators introduced a morning group time to help children learn educator's and peer's names and begin to recognise their written name. Children have enjoyed the services new resources, including the sensory kinetic sand, drawing on the chalk and white board easels, emergency vehicle puzzles and magnetic matching games. Educators supported children to engage in Valentine's Day craft to give to their parents/carers and complete a Where is The Green Sheep story craft.



North Star

Children have been working together, diligently and over the course of the month to dig the stump out of the North Star yard. They are learning to share resources and reflect on what went well versus what did not and how they can improve their methods in the future. Through this experience they are beginning to work cooperatively and develop of understanding of how their actions and conversations can be inclusive or exclusive of their peers. Children have also enjoyed the kinetic sand, using moulds in the sand, adding insects into the sensory tray and using a range of tools to manipulate the sand. During our morning group, children are learning to recognise their written name and the sounds in their names during a roll call learning experience.



Yallaroi – In response to children's interest in playing on the stage at Yallaroi Hall, educators significantly rearranged our indoor space. The children responded positively and with enthusiasm to the new learning environment. The shop and dress up dramatic play spaces encouraged children to play in small groups, learning to cooperative, develop their language and communication skills and share their knowledge of their world. Educators are focusing on structured group times this month. Children are learning to sing simple songs and dance to music both freely and with coordinated moves. Educators are also introducing more in depth discussions around quality children's literature, supporting children to think critically and creatively about what they read.



Yetman – Our first day at Yetman this year was interesting, as bats inhabited the classroom, we use at the school over the school holidays. The children demonstrated how well they can adapt to change and are settling into a new and slightly different routines. The children are curious about the bats and educators have facilitated learning facts about the bats, like what they like to eat, where they live and how they sleep, by searching the interactive website – Australian Museum. We asked the Yetman school principal about what type they are, and we further explored that species of bat. The key learning focus is name recognition and learning to write their name. Children are showing progress and educators will be working with children and family to plan new key learning for next month.



COMMUNICATIONS, MARKETING, AND ROXY THEATRE COMPLEX

TOURISM

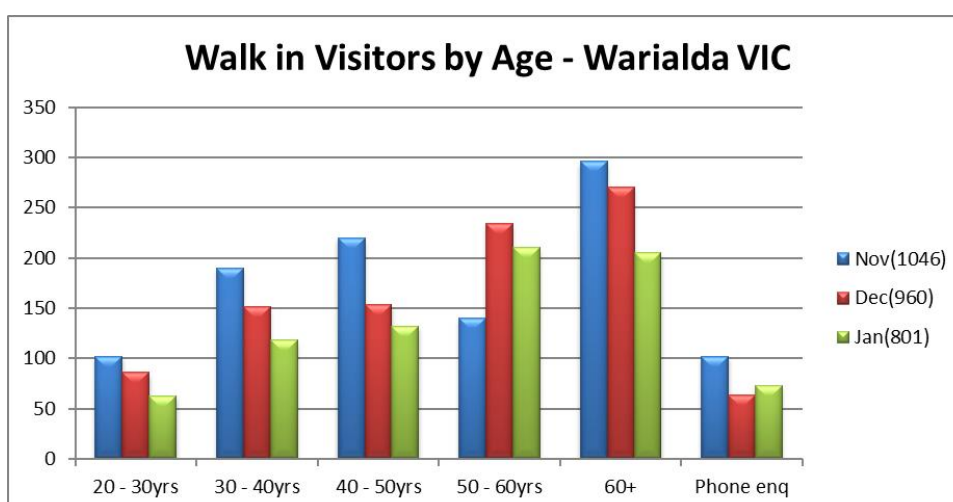
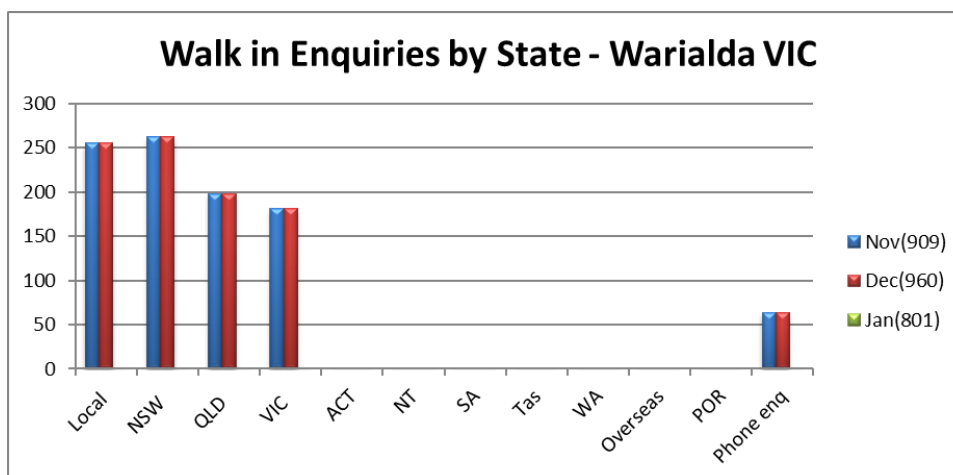
Warialda Visitor Information Centre

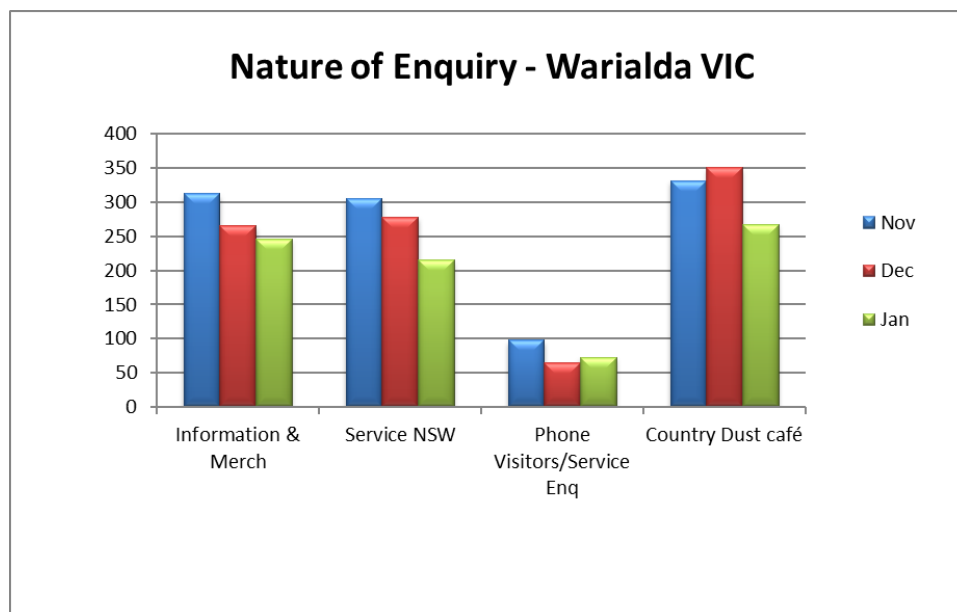
NOVEMBER 2022	DECEMBER 2022	JANUARY 2023
Opening Hours = 154	Opening Hours = 116	Opening Hours = 147
Volunteering Hours = 17	Volunteering Hours = 14	Volunteering Hours = 21

INCOME:	\$NOV	\$DEC	\$JAN
Merchandise sales GST Exclusive	566.36	611.64	769.26

Subtotal	566.36	611.64	769.26
Total Monthly Income	566.36	611.64	769.26

Visitors at Warialda VIC	NOV	DEC	JAN
Visitors	312	265	246
RMS	305	278	215
Cafe	331	350	267
Phone Visitor /Service NSW enquires	98	64	73
Total	1046	960	801





Bingara Visitor Information Centre

Nov 2022	Dec 2022	Jan 2023
Opening Hrs = 173	Opening Hrs. = 128.5	Opening Hrs. = 158
Volunteer Hrs = 30	Volunteer Hrs. = 21	Volunteer Hrs. = 28

Income – Bingara VIC	\$ Nov	\$ Dec	\$ Jan
Products on Consignment	\$ 00.00	\$ 00.00	\$ 00.00
Merchandise	\$ 784.57	\$ 936.96	\$ 564.56
Subtotal	\$ 784.57	\$ 936.96	\$ 936.96
Less payments to consignees	\$ 00.00	\$ 00.00	\$ 00.00
Total Merchandise sales	\$ 784.57	\$ 936.96	\$ 936.96
VIC Commission received on Event bookings undertaking on behalf of Community Groups – sub total			
Total Monthly Income Bingara VIC	\$ 784.57	\$ 936.96	\$ 936.96
Roxy Tour Income	\$ 500.00	\$ 40.00	\$ 170.00
Visitors at Bingara VIC	314	161	161

Comments

Tourism

During January Bingara VIC reached the milestone for 150,000 enquiries, a culmination of 25 years of data collection. This equates to an approximate average of around 6000 a year, 500 per month, 115 a week and 17 per day.

Roxy Tours

Increase a little with 17 people touring the facility.

TLC Meeting/Workshop hire and Bunkhouse accommodation bookings through the VIC

Meeting or workshop hire fee collection of \$ 210.00 receipted via the VIC on behalf of TLC.

Campaign Monitor Email Blast send out

Nil

Roxy Web Site ticketing/booking design

Nil

Community Groups – Assistance

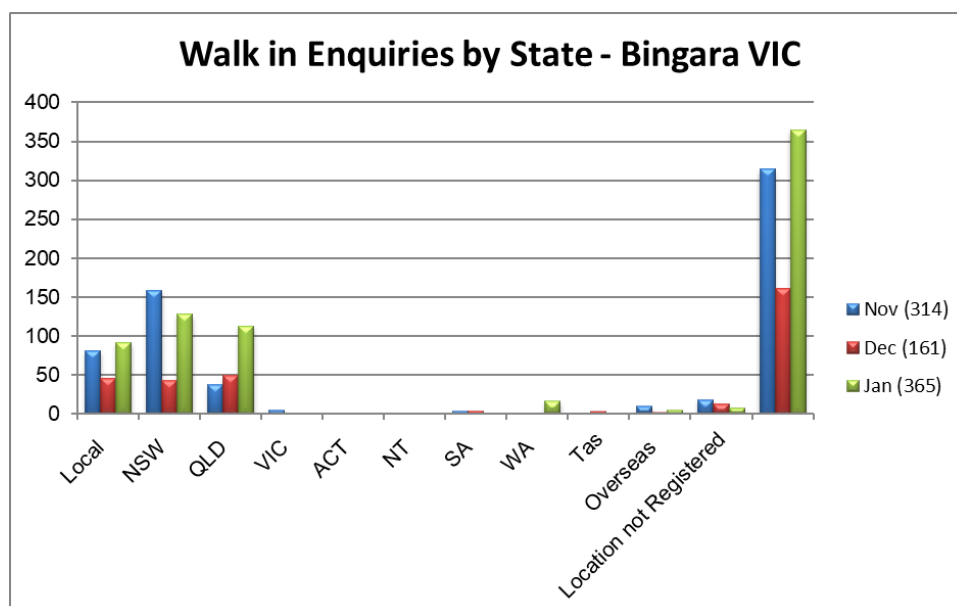
North West Theatre Company booking design for their Trivia Night and ticket fee collection of \$ 940.00 on behalf of the company.

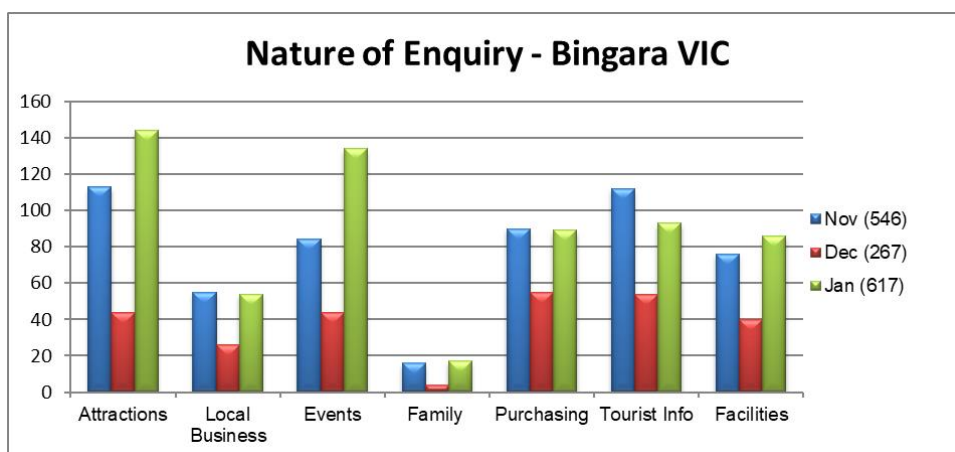
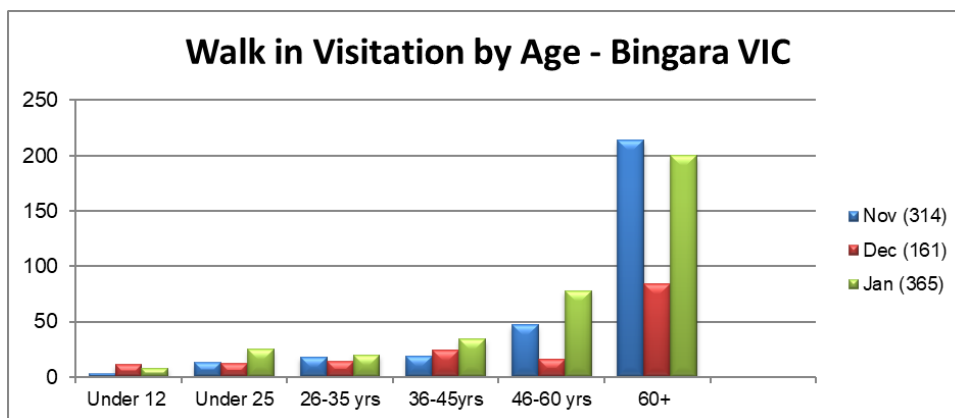
Roxy Conference Room fees generated

\$0

Camping Donations

Honesty box donations of \$ 728.75 were collected by Council rangers and receipted by the VIC.





CUSTOMER SERVICE REQUESTS (CRMs)

CRMs carried forward from:

Department	Outstanding as at 1 February 2023	Completed since 1 February 2023	Outstanding as at 1 March 2023
Technical Services	26	13	13
Environment and Sustainability	24	10	14
Town Utilities Parks and Gardens	12	9	3
Building Services	11	9	2
Total Outstanding	73	41	32

CRM's - 1 February 2023 to 1 March 2023:

Department	Received during February 2023	Completed during February 2023	Outstanding as at 1 March 2023
Technical Services	25	0	25
Environment and Sustainability	21	3	18

Town Utilities Parks and Gardens	32	24	8
Building Services	10	5	5
Executive	5	5	0
Organisation and Community Services	1	1	0
Totals	94	38	56

CRMs received since 1 February 2023 and still outstanding as at 1 March 2023:

Department	Open
Technical Services	38
Environment and Sustainability	32
Town Utilities Parks and Gardens	11
Building Services	7
Executive	0
Organisation and Community Services	0
Total	88

CONSULTATION

Consultation has occurred within the Organisation and Community Development Directorate.

POLICY IMPLICATIONS

Policy implications are those relating to the 2022/2023 Operational Plan and the Policies of Gwydir Shire Council.

FINANCIAL IMPLICATIONS

The activities carried out by the Organisation and Community Services Department are in line with the 2022/2023 Operational Plan.

STRATEGIC IMPLICATIONS

The activities undertaken by the Organisation and Community Services Department regarding social and environmental factors are targeted in line with the 2022/2023 Operational Plan.

OFFICER RECOMMENDATION

THAT the report be received.

ATTACHMENTS

1. Monthly Action Progress Report February 2023 [8.2.1 - 23 pages]

COUNCIL RESOLUTION:

THAT the report be received.

(Moved Cr D Coulton, Seconded Cr Matthews)

CARRIED

For: Cr J Coulton, Cr Egan, Cr D Coulton, Cr Dixon OAM, Cr Galvin, Cr Matthews, Cr Moore and Cr Smith

Against: Nil

Monthly Action Progress Report

February 2023


Goal 1: A healthy and cohesive community

A liveable community has pride of place, ease of access, community harmony, a mobile and healthy population that participates in community life, a feeling of safety and security, a strong vibrant cultural base and places to relax, study and play.



1.1: We have healthy and inviting spaces and places





We have access to a range of high-quality health care services. All residents are supported in living a healthy and active life through the opportunity to participate in recreation activities.

1.1.1: Improve local access to health services



Action Code	Action Name	Responsible Officer Position	Status	Progress	Comments	Traffic Lights
1.1.1.2	Support Gwydir Shire's health initiatives	Community Assets Manager	In Progress	60%		









1.1.2: Encourage and enable healthy lifestyle choices









Action Code	Action Name	Responsible Officer Position	Status	Progress	Comments	Traffic Lights
1.1.2.1	Oversee the operation of Council's Aquatic Centres	Community Assets Manager	In Progress	60%		
1.1.2.2	Annual Swimming Pool Inspection Program	Building Services Manager	In Progress	0%	Inspections scheduled for first half of 2023	



Action Code	Action Name	Responsible Officer Position	Status	Progress	Comments	Traffic Lights
1.1.2.3	Conduct Council's Category B Enforcement agency functions under the Food Act 2003 (NSW) by the specified due dates	Planning & Environment Manager	In Progress	20%		
1.1.2.4	Implement a strong Wellness and Enablement plan within the Gwydir Shire Council through the CHSP program	Aged Care Manager	In Progress	80%	This work continues and is supported by the CHSP Manual	
1.1.2.6	Reedy Creek Footpath - Stage 1 - Construction of Bicycle/Walking Path - Local Roads and Community Infrastructure Program Phase 3 (LRCl)	Engineering Assets Coordinator	Completed	100%		
1.1.2.7	Warialda Memorial Swimming Pool Improvements - Local Roads and Community Infrastructure Program Phase 3 (LRCl)	Community Assets Manager	In Progress	10%		

1.1.3: Provide the right places, spaces and activities

Action Code	Action Name	Responsible Officer Position	Status	Progress	Comments	Traffic Lights
1.1.2.5	Implement Council's library programs	Community Assets Manager	In Progress	60%		
1.1.3.1	Big River Dreaming - Wellness and Interpretive Centre	Building Services Manager	In Progress	20%	No further progress since last update	

Action Code	Action Name	Responsible Officer Position	Status	Progress	Comments	Traffic Lights
1.1.3.2	Be a centre of leadership in child development, education and care as well as support for families and community	Social Services Manager	In Progress	50%		
1.1.3.3	Annual Tree Planting program	Town Utilities and Plant Manager	Completed	100%		
1.1.3.4	Bingara Footpath Program - Local Roads and Community Infrastructure Program Phase 3 (LRCI) - Construction/replacement of non-compliant walking/cycle paths	Works Coordinator	In Progress	5%	Project tendered and contract to be awarded in March 2023. Works are expected to commence by April 2023.	
1.1.3.5	Bingara Skate Park project - 2021-2022 Open Spaces Program	Town Utilities and Plant Manager	In Progress	10%		
1.1.3.6	Build our reputation as 'best choice' for families, children and young people to discover their abilities and reach their potential in life	Social Services Manager	In Progress	50%		
1.1.3.7	Enhance the overall Resident experience at Naroo Frail Aged Hostel	Aged Care Manager	In Progress	75%	Positive comments are being received from Community members and families. Open Day is being organised for March with the Naroo committee to promote Naroo and Aged care in the Gwydir Shire.	
1.1.3.8	Hope Street Warialda CBD Park Construction - Local Roads and Community Infrastructure Program Phase 3 (LRCI)	Organisation & Community Services Director	Not Updated	0%		
1.1.3.9	Landscaping Improvements - Warialda Street Tree Upgrade - Local Roads and Community Infrastructure Program Phase 3 (LRCI)	Engineering Assets Coordinator	In Progress	30%		


Action Code	Action Name	Responsible Officer Position	Status	Progress	Comments	Traffic Lights
1.1.3.10	Off Leash Dog Exercise Areas Bingara - Gravesend - Wialda - Local Roads and Community Infrastructure Program	Planning & Environment Manager	Completed	100%		
1.1.3.11	Progress Gwydir Shire Council Disability Action plan with committee.	Organisation & Community Services Director	In Progress	70%		
1.1.3.12	Provide exceptional care, embracing authentic partnerships with families and ensuring the 'voice of the child' is central to our service processes.	Social Services Manager	In Progress	70%		
1.1.3.13	Provide high levels of hygiene to council's community assets	Community Assets Manager	In Progress	60%		
1.1.3.14	State Drought Stimulus Package - CBD Improvements - Wialda Footpath upgrades	Engineering Assets Coordinator	In Progress	90%		
1.1.3.15	COVID-19 Economic Stimulus Package - Phase 1 - Batterham Lookout Makeover	Town Utilities and Plant Manager	In Progress	50%		
1.1.3.16	Stronger Country Communities Funding - Round 4 - Construction of Nicholson Oval amenities	Building Services Manager	In Progress	10%	Existing building demolished. Building pad prepared. Piers & retaining wall footing poured. Underfloor drainage installed.	
1.1.3.17	Wialda Fitness Centre Amenities Improvements - Local Roads and Community Infrastructure Program Phase 3 (LRCI)	Finance Manager	In Progress	25%	Gwydir Shire staff have removed the asbestos from the Wialda Fitness Centre. Randall Group commenced works with stripping the bathrooms and commencing the lining. Deb from Randall group has advised and estimated time frame of 6 weeks, with the anticipation of having the works completed by the last week in March 2023.	

Action Code	Action Name	Responsible Officer Position	Status	Progress	Comments	Traffic Lights
1.1.3.18	Warialda Footpath Program - Local Roads and Community Infrastructure Program Phase 3 (LRCI) - Construction/replacement of non-compliant cycle/walking paths.	Works Coordinator	In Progress	5%	Project tendered and contract to be awarded in March 2023. Works are expected to commence by April 2023.	
1.1.3.19	Warialda Rail Amenities Building Construction - Local Roads and Community Infrastructure Program Phase 3 (LRCI)	Town Utilities and Plant Manager	Deferred	0%		


1.2: Our community is an inviting and vibrant place to live

Our community is strong, safe and connected with equal access to the services and facilities that ensure a great quality of life for all ages. Community pride and a sense of belonging are fostered through having a caring and connected community, with suitable programs and activities for all ages and abilities. Our residents' lives are enriched through access to lifelong learning opportunities as well as activities and events that celebrate our culture and encourage participation.


1.2.1: Enable accessible and affordable lifestyle options

Action Code	Action Name	Responsible Officer Position	Status	Progress	Comments	Traffic Lights
1.2.1.1	Meet Council's property management obligations	GLR & Communications Team Leader	In Progress	90%		

1.2.2: A shared responsibility for community safety

Action Code	Action Name	Responsible Officer Position	Status	Progress	Comments	Traffic Lights
	Comply with and report on Council's Companion Animal Management requirements	Planning & Environment Manager	In Progress	75%		

1.2.3: Celebrate our creativity and cultural expression

Action Code	Action Name	Responsible Officer Position	Status	Progress	Comments	Traffic Lights
1.2.3.1	Rollout out the planned schedule of events reviewing the concept, target audience and success of each event	Community Assets Manager	In Progress	60%		








Goal 2: Building the business base












A productive community provides people with positive choices for investment, employment and study. An innovative, diverse and resilient economy requires collaboration between local people and other levels of government to ensure that funding for infrastructure and economic development exists to support market strength and diversity.








2.1: Our economy is growing and supported








Our business community is prepared for future growth and challenges. We welcome new business development opportunities and work with private enterprise to establish strategic partnerships aligned to the creation of employment and industry in our community. Tourism is embraced by all facets of our community and Gwydir Shire Council is seen as a destination of choice for travellers.

2.1.1: Plan for and develop the right assets and infrastructure




Action Code	Action Name	Responsible Officer Position	Status	Progress	Comments	Traffic Lights
2.1.1.1	Annual Power and Telemetry upgrade program	Town Utilities and Plant Manager	In Progress	20%		
2.1.1.2	Annual Water Meter replacement program	Town Utilities and Plant Manager	In Progress	80%		
2.1.1.3	Annual Pump replacement program	Town Utilities and Plant Manager	Completed	100%		
2.1.1.4	Bingara Riverside Caravan Park Amenities Block Construction - Local Roads and Community Infrastructure Program Phase 3 (LRCI)	Community Assets Manager	In Progress	55%		
2.1.1.5	Bingara Showground Amenities - Repairs and Maintenance Project	Building Services Manager	Completed	100%		
2.1.1.6	Building Services Repairs and Maintenance Program for 2022-2023	Building Services Manager	In Progress	65%	R&M Ongoing	
2.1.1.7	December 2020 Flood Disaster works program	Engineering Assets Coordinator	In Progress	95%		

Action Code	Action Name	Responsible Officer Position	Status	Progress	Comments	Traffic Lights
2.1.1.8	Fixing Local Roads Round 3 - Resheeting of Getta Getta Road from North Star Road to Inverell Shire	Engineering Services Director	In Progress	30%	5km of this 20km project have been completed. A further 5km section is at approximately 50%. The project is tracking just within available budget.	
2.1.1.9	Bingara Water Treatment Plant - Solar installation project	Town Utilities and Plant Manager	In Progress	20%		
2.1.1.10	North Star Hall Improvements - Restumping - Local Roads and Community Infrastructure Program Phase 3 (LRCI)	Building Services Manager	In Progress	5%	Local Government Engineering Services engaged to carry out design for restumping. RFQ will be sought. Site inspection happening 22/02/23.	
2.1.1.11	Water main extension to Warialda Landfill	Town Utilities and Plant Manager	Deferred	0%		
2.1.1.12	Stage 1 North Bingara sewer extension project	Town Utilities and Plant Manager	In Progress	10%		
2.1.1.13	Stage 2 North Bingara sewer extension project	Town Utilities and Plant Manager	Deferred	0%		
2.1.1.14	November 2021 Flood Disaster works program	Engineering Assets Coordinator	In Progress	20%		
2.1.1.15	Provide accommodation options to our community and visitors	Community Assets Manager	In Progress	55%		
2.1.1.16	Annual Renewals Program - Sewer mains relining/replacement	Town Utilities and Plant Manager	In Progress	5%		
2.1.1.17	Annual Heavy Plant Replacement Program	Town Utilities and Plant Manager	In Progress	70%		
2.1.1.18	Annual Light Plant Replacement Program	Town Utilities and Plant Manager	In Progress	50%		


Action Code	Action Name	Responsible Officer Position	Status	Progress	Comments	Traffic Lights
2.1.1.19	Reedy Creek Access Road Construction - Stage 2 - Local Roads and Community Infrastructure Program Phase 3 (LRCI)	Engineering Assets Coordinator	In Progress	20%		
2.1.1.21	The Living Classroom - Emergency Accommodation and Tourism Opportunities - Black Summer Bushfire Recovery Grants Program	General Manager	Completed	100%		
2.1.1.22	The Living Classroom Bunkhouse - Deck expansion project	Building Services Manager	Completed	100%		
2.1.1.23	Town Streets - kerb replacement and pavement enhancement program	Works Coordinator	In Progress	5%	Design work continues on this project as resources have been directed to higher needs areas.	
2.1.1.24	Upper Horton Sports Club Camping Ground Amenities Block - Local Roads and Community Infrastructure Program Phase 3 (LRCI)	Town Utilities and Plant Manager	Deferred	0%		
2.1.1.25	Warialda Emergency Accommodation and Respite Centre - Plunkett Street - Black Summer Bushfire Recovery Grants Program	Community Assets Manager	In Progress	60%		
2.1.1.26	Warialda Works Depot project- Extend awning off lunchroom	Building Services Manager	Completed	100%		

Action Code	Action Name	Responsible Officer Position	Status	Progress	Comments	Traffic Lights
2.1.1.28	Fixing Local Roads Round 1 Funding - Transport for NSW - Sealing of Horton Road from Horton Village to MR133 Killarney Gap Road	Engineering Services Director	In Progress	80%	13km of 16km has been sealed with the remaining 3km having gravel carted to finish level. Remaining activities are stabilisation of base course material and sealing.	
2.1.1.32	Heavy Vehicle Safety & Productivity Program Round 7 and Fixing Local Roads Program Sealing of IB Bore Road from North Star to Moree Plains Shire	Engineering Services Director	In Progress	15%	3.5km of 20km has been completed and bitumen sealed. Works are progressing well, however materials supply is slowing works at times.	
2.1.1.34	Develop 10-year stormwater plan	Works Coordinator	In Progress	40%	Council is currently reviewing the recommendations of a report written after a community deliberative panel discussed stormwater issues last financial year. It is expected that the report will be the basis of the plan.	
2.1.1.36	Deliver RMCC annual works program	Works Coordinator	In Progress	50%		
2.1.1.37	Construct new disabled access footpaths	Engineering Assets Coordinator	In Progress	30%		
2.1.1.38	March 2021 Flood disaster works program	Engineering Assets Coordinator	In Progress	50%		
2.1.1.42	Federal Government - Roads of Strategic Importance Program - Sealing of 12.3km of County Boundary Road from end of existing seal to Croppa Moree Road.	Engineering Services Director	In Progress	10%	A contract for the construction of drainage components has been awarded to Finn Valley Civil who have commenced construction of three causeways on the project.	

2.1.2: Support the growth of our business community

Action Code	Action Name	Responsible Officer Position	Status	Progress	Comments	Traffic Lights
2.1.2.1	Develop links and implement programs to improve the local economy	Community Assets Manager	In Progress	60%		
2.1.2.3	Develop strategy for small scale industrial land development.	General Manager	In Progress	70%		
2.1.2.4	Support the development of Chambers of Commerce; B2B networks and collaborations; and develop relationships between Council and local businesses	General Manager	Completed	100%		


2.1.3: Promote our community as the place to visit, live, work and invest

Action Code	Action Name	Responsible Officer Position	Status	Progress	Comments	Traffic Lights
2.1.3.1	Build on key relationships with stakeholders to enhance the Gwydir Shire tourism profile	Organisation & Community Services Director	Not Updated	0%		

2.2: We are skilled and have access to excellent educational opportunities

Our lives are enriched through access to quality education which enables the development of a skilled workforce and the uptake of local job opportunities.

2.2.2: Build on our quality education and training opportunities (including through the GLR)

Action Code	Action Name	Responsible Officer Position	Status	Progress	Comments	Traffic Lights
2.2.2.1	Implement and manage the Gwydir Learning Region program	Community Assets Manager	In Progress	60%		




Goal 3: An environmentally responsible Shire

A sustainable community is characterised by our appreciation of natural surroundings and biodiversity. This is supported by responsible planning and management practices and the lifestyle actions we agree to, to reduce our impact on the natural environment and to conserve valuable resources.


3.1: Our community understands and embraces environmental change

We respect and value our natural environment, understand the effects of our actions and make wise decisions to retain balance. We endeavour to use all our natural resources wisely with a view to minimising the impact on our natural environment.



3.1.1: Encourage respectful planning, balanced growth and good design

Action Code	Action Name	Responsible Officer Position	Status	Progress	Comments	Traffic Lights
3.1.1.1	Implement Development Control Plan based on the Department of Planning NSW standard format including report to Council and Community Consultation	Planning Officer	Deferred	0%		
3.1.1.2	Local Environment Plan review to be completed and implemented	Planning Officer	In Progress	0%		
3.1.1.3	Conduct Gwydir Housing Study	Planning & Environment Manager	In Progress	5%		

3.1.2: Respond to our changing environment

Action Code	Action Name	Responsible Officer Position	Status	Progress	Comments	Traffic Lights
3.1.2.1	Annual Telemetry & Technology upgrades	Town Utilities and Plant Manager	In Progress	50%		


3.1.3: Value, protect and enhance our natural environment

Action Code	Action Name	Responsible Officer Position	Status	Progress	Comments	Traffic Lights
3.1.3.1	North West Weed Action Program -Gwydir Shire	Planning & Environment Manager	In Progress	50%		
3.1.3.2	Gwydir River Foreshore - Management Action Plan	Planning & Environment Manager	In Progress	50%		




3.2: We use & manage our natural resources wisely

We take responsibility for the management and consumption of our valuable resources and recognise the impact that our actions have both today and on future generations.


3.2.1: Develop a clean energy future

Action Code	Action Name	Responsible Officer Position	Status	Progress	Comments	Traffic Lights
3.2.1.1	Street lighting coverage across the local networks throughout the shire	Planning & Environment Manager	In Progress	20%		


3.2.2: Use our water wisely

Action Code	Action Name	Responsible Officer Position	Status	Progress	Comments	Traffic Lights
3.2.2.1	Annual Water Main replacement program	Town Utilities and Plant Manager	In Progress	90%		
3.2.2.2	Gravesend Recreation Ground Irrigation System - LRCI Phase 3 Project	Town Utilities and Plant Manager	In Progress	70%		
3.2.2.3	Water treatment plant improvements	Town Utilities and Plant Manager	In Progress	65%		

3.2.3: Reduce, reuse and recover waste

Action Code	Action Name	Responsible Officer Position	Status	Progress	Comments	Traffic Lights
3.2.3.1	Implement Gwydir Shire Council's Waste Management Strategy	Planning & Environment Manager	In Progress	50%		

3.2.4: Identify and make best use of our resource land

Action Code	Action Name	Responsible Officer Position	Status	Progress	Comments	Traffic Lights
2.1.2.2	Ensure that there is suitable residential land and premises available to facilitate growth	General Manager	Completed	100%		


Goal 4: Proactive regional and local leadership

A collaborative community is informed, has responsible decision making and a sound financial position supported by capable leaders, functional assets and efficient operations to meet the changing needs of the community.



4.1: We are an engaged & connected community

Our thoughts and ideas are valued; we are empowered with the knowledge and have the opportunity to participate. The Council provides the community with timely information about local issues and includes opportunities for the community to participate in initiatives. Community consultation continues throughout the period of the Community Strategic Plan to ensure that residents are engaged and connected.





4.1.1: Encourage an informed community

Action Code	Action Name	Responsible Officer Position	Status	Progress	Comments	Traffic Lights
4.1.1.1	Provide effective communication initiatives to service the community	Community Assets Manager	In Progress	65%		

4.1.2: Enable broad, rich and meaningful engagement to occur

Action Code	Action Name	Responsible Officer Position	Status	Progress	Comments	Traffic Lights
4.1.2.1	A review of the effectiveness of communication channels used throughout Gwydir Shire to the wider community. And improvements on how Gwydir Shire communicate events and happening within our Community	Media and Communications Team Leader	In Progress	90%		
4.1.2.1	Consistently engage with communities, moving from transactional to transformational relationships	Integrated Planning Reporting & Governance Officer	In Progress	70%		


4.1.3: Build on our sense of community

Action Code	Action Name	Responsible Officer Position	Status	Progress	Comments	Traffic Lights
4.1.3.1	Achieve positive connections with organisations central to child development, social inclusion, health and education.	Social Services Manager	In Progress	50%		
4.1.3.2	Grow relationships with governments, the corporate sector, community organisations and volunteers to enhance the educational experience	Social Services Manager	In Progress	50%		
4.1.3.3	Value and embrace the knowledge and experiences of our families as they grow through our services.	Social Services Manager	In Progress	65%		
4.1.3.4	Enhance the value of hope, achievement and aspiration for our young people, children and their families.	Social Services Manager	In Progress	55%		




4.2: We work together to achieve our goals

We respect our community leaders who listen to and act on our behalf, and value our community's knowledge, experience and ideas which help us implement our vision for the future together.

4.2.1: Build strong relationships and shared responsibilities

Action Code	Action Name	Responsible Officer Position	Status	Progress	Comments	Traffic Lights
4.2.1.1	Manage programs and initiatives to connect with, and value other cultures	Community Assets Manager	In Progress	60%		

4.2.2: Work in partnership to plan for the future

Action Code	Action Name	Responsible Officer Position	Status	Progress	Comments	Traffic Lights
4.2.2.1	Acquire, disseminate and apply new knowledge to grow evidence informed practice.	Social Services Manager	In Progress	55%		
4.2.2.2	Create comprehensive and collaborative models of care and support services that drive successful, responsive and individualised outcomes for families.	Social Services Manager	In Progress	60%		
4.2.2.3	Implement emerging technologies and best processes to improve efficiency.	Social Services Manager	In Progress	55%		

Goal 5: Organisational management


The main objective of organisational management is to ensure maximum outputs within minimum resources and effort. Effective organisational management ensures smooth and coordinated functioning of the Council bringing additional benefit to the community, staff and Councillors.

5.1: Corporate management






Good corporate management is about having the right processes for making and implementing strategic decisions.


5.1.1: Financial management and accountability systems

Action Code	Action Name	Responsible Officer Position	Status	Progress	Comments	Traffic Lights
5.1.1.1	Complete all legislative reporting requirements for Community Home Support Program (CHSP)	Aged Care Manager	Completed	0%	Completed	✓
5.1.1.2	Complete all legislative reporting requirements for NSW Transport (CHSP)	Aged Care Manager	Completed	0%	Completed last report submitted February 2023	✓
5.1.1.3	Complete all Naroo Aged Care Prudential reporting and Quality Indicator reporting within the set timeframes	Aged Care Manager	In Progress	75%	Reports are now quarterly	●
5.1.1.4	Complete the works for the Aged Care Approvals Round grant monies as per the grant agreement	Aged Care Manager	In Progress	20%	Increase in grant money to total 1.52 million. DA completed. Awaiting tender process. Architect to visit site on 2nd March 2023	●
5.1.1.5	Implement the Business Improvement Fund grant monies as per the Activity Work plan and Indicative Activity Budget	Aged Care Manager	In Progress	90%	BIF 1 Grant has completed. Final report submitted 28/03/2023. Budget overrun is security work which was approved by General Manager. BIF 2 - on track. Orders in place for replacement equipment and work progressing for succession planning.	●
5.1.1.13	Develop contract management documentation templates	Chief Financial Officer	In Progress	30%		●




Action Code	Action Name	Responsible Officer Position	Status	Progress	Comments	Traffic Lights
5.1.1.14	Review policies and procedures associated with contracts and procurement in line with LG Procurement regulations, including staff training.	Chief Financial Officer	In Progress	30%		

5.1.2: Information management systems



Action Code	Action Name	Responsible Officer Position	Status	Progress	Comments	Traffic Lights
5.1.2.1	Administer and support Council corporate applications, networks and systems.	Business Improvement & IT Coordinator	In Progress	75%	IT have solved 110 reported helpdesk tickets in the month of February. The median reply time was 50 minutes and the median solve time was 2.2 hours.	
5.1.2.2	Review & Audit of locality boundaries	GIS Officer	In Progress	80%		
5.1.2.3	IT capital replacement program.	Business Improvement & IT Coordinator	Completed	100%	The replacement program for devices is now complete for the financial year.	
5.1.2.4	Further the digitisation efforts of Council's records management to ensure the integrity of information for the future.	Business Improvement & IT Coordinator	In Progress	80%	The aged care files have been sent to Challenge in Tamworth.	
5.1.2.5	Manage Council's corporate Records and Archive Facilities and Record Management Framework in accordance with legislative requirements.	Business Improvement & IT Coordinator	In Progress	75%	All of the financial assessment files have been returned by Challenge and the Aged Care files have been sent for digitisation. A "Records Information Assets Register" has been put together to identify any information that we store, to be categorised and identified for responsibilities of the protection and capture of that information. This will accompany the Records Information Management policy when complete.	




Action Code	Action Name	Responsible Officer Position	Status	Progress	Comments	Traffic Lights
5.1.2.6	Software Renewal Program - 22/23 Financial Year	Business Improvement & IT Coordinator	Not Updated	10%	The majority of licencing has been purchased for this financial year. The budget is on track.	

5.1.3: Administrative and support functions




Action Code	Action Name	Responsible Officer Position	Status	Progress	Comments	Traffic Lights
5.1.3.1	Assess and implement solutions that increase efficiencies and quality, whilst reducing costs, to improve processes and systems within Council.	Business Improvement & IT Coordinator	In Progress	75%	The service review policy, framework, and service catalogue continue in draft. The order for the timesheet system has been signed and will be kicked off in the coming weeks.	
5.1.3.2	Develop and maintain Councils Integrated Planning and Reporting requirements	Integrated Planning Reporting & Governance Officer	In Progress	60%		
5.1.3.3	Manage and support Councils Town utilities and depot operations	Town Utilities and Plant Manager	In Progress	50%		



5.1.4: Workforce planning

Action Code	Action Name	Responsible Officer Position	Status	Progress	Comments	Traffic Lights
5.1.4.1	Build a culture that empowers staff to learn, teach, lead and succeed	Social Services Manager	In Progress	50%		
5.1.4.2	Implement and report on the actions included in the 2022-2026 Workforce Plan	Organisation & Community Services Director	In Progress	0%		

Action Code	Action Name	Responsible Officer Position	Status	Progress	Comments	Traffic Lights
5.1.4.3	Development of Human Resources Development processes to manage change and meet individual and organisational needs	Organisation & Community Services Director	Not Updated	0%		
5.1.4.4	Provide and support Naroo Aged care staff with necessary training and education	Aged Care Manager	In Progress	60%	Managed by Nurse Educator. Health check completed on documentation and assessments by PCC. Staff are offered educational opportunities when available. Altura is used for online education. Educator provides toolbox talks and face to face education. Manual Handling is a focus for February 2023.	
5.1.4.5	Undertake Workforce Planning to ensure that there is an appropriately skilled workforce to meet future challenges and opportunities.	Human Resource Officer	In Progress	50%		

5.1.5: Provide responsible internal governance

Action Code	Action Name	Responsible Officer Position	Status	Progress	Comments	Traffic Lights
	Council Public Roads	GIS Officer	In Progress	95%		
	Review of Room price Naroo Frail Aged Hostel annually 30th June	Aged Care Manager	Completed	100%	Reviewed for 2022-23	
5.1.5.1	Embed Workplace Health & Safety into business as usual practice throughout the organisation	Risk & Safety Coordinator	In Progress	5%		

Action Code	Action Name	Responsible Officer Position	Status	Progress	Comments	Traffic Lights
5.1.5.2	Emergency Planning - implement evacuation plans and emergency manuals for 8 sites	Risk & Safety Coordinator	In Progress	20%		
5.1.5.6	Embed the recommendations from the Royal Commission into Aged Care in both CHSP and Naroo Frail Aged Care Hostel	Aged Care Manager	In Progress	75%	Ongoing and some will be addressed in the ACAR grant works	

8.3 Technical Services Report

File Reference: NA

Delivery Program

Goal: 5. Organisational management

Outcome: 5.1 Corporate management

Strategy: 5.1.2 Information Management Systems

Author: Alex Eddy, Engineering Services Manager

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.

COMMENT

Construction

IB Bore Road Upgrade

Works continue on the SR9 IB Bore Road upgrade near North Star this month. This project is jointly funded by the Fixing Country Roads Program (\$9.54m), and the Federal Government's Heavy Vehicle Safety and Productivity Program (\$2m). Due to clear weather, good progress has been made with, a 2.1km section approximately 9.3km from North Star completed and bitumen sealed. Staff continue construction of the project with subgrade stabilisation and gravel carting on an 800m section approximately 7.2km from North Star.



SR9 IB Bore Road

Horton Road Bitumen Sealing

Construction continues on the SR11 Horton Road upgrade. This project is funded by the Fixing Local Roads Program (\$5m), with Council co-contributing \$800,000. Gravel carting and stabilising of the base layer for the the last 3.5km is underway. Shoulder clearing is completed and drainage works almost complete with the final 3.5km section expected to be sealed in April. This project continues to track within available budget.



SR11 Horton Road

County Boundary Road Upgrade

Works have commenced on the SR41 County Boundary Road upgrade near Crooble. The project is jointly funded by the Federal Government's Roads of Strategic Importance (ROSI) Program (\$9,75 million) with Council contributing an additional \$2.44 million.

Council contractors, Fin Valley Civil have made good progress with the first 2 causeway structures expected to be completed in March. Contracted drainage works are expected to be finalized in December 2023.



SR41 County Boundary Road

Getta Getta Road Resheeting

The Getta Getta Road resheeting project, funded by the Fixing Local Roads Program, is well underway with 5km of the 20.9km project, carted, crushed and laid with polymer stabilising aid. Currently staff are crushing and laying gravel for a second 5km section. The project is tracking within available budget.

Gulf Creek Road Timber Bridge Replacement

This project is funded by the Fixing Country Bridges Program (\$252,500) with a co-contribution from Council (\$30,000). Project planning and procurement has been completed. Local Government Engineering Services have conducted a hydraulic analysis and provided structural design and site plans, and Council contractors, DP Earthmoving are expected to commence construction works in March.



SR15 Gulf Creek Road, Timber Bridge

North Star Road Rehabilitation

This project involves rehabilitation of 1.2km of existing road and is funded VIA Transport for NSW Regional Road Repair Program. Engineering staff have conducted conditional assessment and survey on the project, 49.615km from North Star Road. Construction works will take place before 30 June 2023



RR7705 North Star Road

Maintenance

General maintenance continues on Regional and State roads, including vegetation control, slashing, whipper snipping and spraying of guideposts and guard rails.

Seal maintenance is ongoing on all State, Regional and Local Roads as potholes continue to develop. Heavy Patching continues along the Gwydir Highway between Gravesend and Warialda and a section along North Star Road.



Heavy Patching, Gwydir Highway and North Star Road

Crews have also been installing a new septic tank at 2 Mile Hill Rest Area and stormwater pipe repairs/ replacement in Riddell Street, Bingara.

A 20metre section of footpath on along Hope Street, Warialda has been formed and poured by Council staff.



Footpath, Hope Street, Warialda

Maintenance Grading

During February maintenance grading was carried out on the following roads

- SR50 Thornleigh Road
- SR51 Towarra Road
- SR16 Trevallyn Road
- SR62 Hybla Lane
- SR258 Alma Lane
- SR257 Kirkton Road
- SR14 Mosquito Creek Road
- SR61 Peates Road
- SR214 Hadleigh Siding Road

Slashing

During February, roadside slashing was undertaken on

- RR63 Warialda Road
- HW12 Gwydir Highway
- RR7705 North Star Road
- MR63 Cobbadah Road

Seal Maintenance

During February, seal maintenance was carried out along

- SR16 Trevallyn Road
- MR132 MacIntrye Road
- SR15 Gulf Creek Road
- HW12 Gwydir Highway
- Bingara Streets

Flood Damage

Throughout February, Flood damage crews completed work on a 15km section on SR30 Caroda Road and have since commenced emergent works on SR31 Eulourie Road. A second crew are currently working on grading/ resheeting a 14.6km section of SR71 Mt Jerrybang Road.



SR31 Eulourie Road



SR71 Mt Jerrybang Road

Council contractors, Rollers Australia have completed formation grading and drainage on a 12km section on SR19 Whitlow Road and 7km section on SR12 Upper Whitlow Road. Rollers Australia are now currently working on resheeting a 3.1km section of SR49 Michells Lane.

Council is “value adding” to contracted flood damage restoration works wherever possible, by extending works using existing, Council funded maintenance budgets.



SR49 Michells Lane

Flood damage work has been completed on the following roads:

SR67 Agincourt Road – 3.0km

SR45 Bereen Road – 6.0km

SR62 Hibernia Road – 12.0km

SR54 Pinecliff Road – 4.5km

SR97 Sadowa Road – 0.8km

SR99 Terregee Road – 3.4km (including 0.3km of new seal)

SR14 Mosquito Creek Road at Racecourse Creek

SR21 Terry Hie Hie Road – 1.2km

SR68 Goat Road – 6.0km

SR16 Trevallyn Road – 6.5km

SR34 Bonanza Road – 3.0km

SR82 Kirewa Road – 1.5km

SR69 Tucka Tucka Road – 2.5km

SR72 Scotts Road – 1.7km

SR56 Glenelg Road – 0.2km

SR61 Peates Road – 8km

SR23 Wearnes Road – 4km

SR42 Mungle Road – 8km

SR31 Eulourie Road – 2.4km (North of SR32 Pallal Road, 1.2km remaining)

SR32 Pallal Road – 2km

SR55 Moreena Mail Road – 4.2km (0.9km remaining)

SR76 Bristol Lane – 8km

SR92 Killarney Gap Road – 0.5km Resheeting & 6km maintenance grading

SR262 Nunga Road – 2km

SR30 Caroda Road – 10.6km

Warialda Asset Protection Zone

The Soil Conservation Service under contract to the RFS have completed the last few crown land sections on the western side and southern side of Warialda.

Council are now carrying out regular maintenance of the completed sections of APZ using several contractors with funding provided from a Rural Fire Service Hazard Reduction Grant. It is expected that these works will include spraying or regrowth following recent conversations with RFS.

Local Emergency Management

There was a significant Section 44 Fire in February where Council supplied plant to assist the RFS in fighting the fire. This fire was located near Wearnes Rd at the south-eastern corner of the Shire near Bundarra and burnt over 2000 hectares of bushland before it was contained.

Council supplied 2 graders and a watercart who worked alongside other heavy plant contractors with the RFS for several days until the fire was brought under control. Local RFS volunteers were assisted by strike teams from other districts and several helicopters and fixed wing aircraft were utilised over the course of the fire.

Roads Maintenance Council Contract – Works Orders issued by TfNSW

All Work Orders issued by RMS are quality assurance schedule of rates projects carried out by Council staff under the Roads Maintenance Council Contract with Transport for New South Wales.

A Works Proposal for \$2.3M is currently under review by TfNSW for the 'Upper Bingara North' Rehabilitation Project, segment 4420 on MR63 Fossickers Way. The project will likely see all drainage works completed this financial year, with the pavement construction started and to be finished next financial year. This year's heavy patching program continues this month with an internal construction crew making their way along HW12 Gwydir Highway. A replacement contractor is currently being sought after to undertake additional heavy patching works on MR63 Fossickers Way. A Works Proposal for this years extensive resealing program has also been under review, with a few small changes to seal designs currently being undertaken. Works are still scheduled to be completed by Fulton Hogan by the end of March. Quotations are currently being called for the two guardrail Work Orders, totalling \$800k, to be completed by the end of the financial year.

With a maintenance budget almost double that of recent years, routine maintenance continues each week undertaking inspections, rest area services, vegetation control and bitumen repairs, with additional focus on minor patching and drainage works.

Town Utilities and Plant

Water and Sewer

Water and Sewerage operators carried out routine operational tasks and in addition installed 3 new service lines, attended 8 service line repairs, repaired 1 water main break, 3 sewer blockages and replaced 2 new water meters during the reporting period. The sewer extension has been underway in Ridley Street this month, allowing for new developments at the southern end of the street. Staff will aim to see the completion of these works by the end of the month.

Regular weekly tasks carried out by Water and Sewerage staff include water testing, grounds maintenance at the water treatment plants, reservoirs, both sewerage treatment plants, sewer pump stations, Warialda truck wash and truck wash ponds,

Other work was un
pound, Plunkett Str



Warialda dog

North Bingara Sewer

The tender for the north Bingara sewer extension construction closed 30th January 2023. Tenders were assessed for sewer extension for the North and East of Bingara. Results submitted to confidential meeting in February 2023.

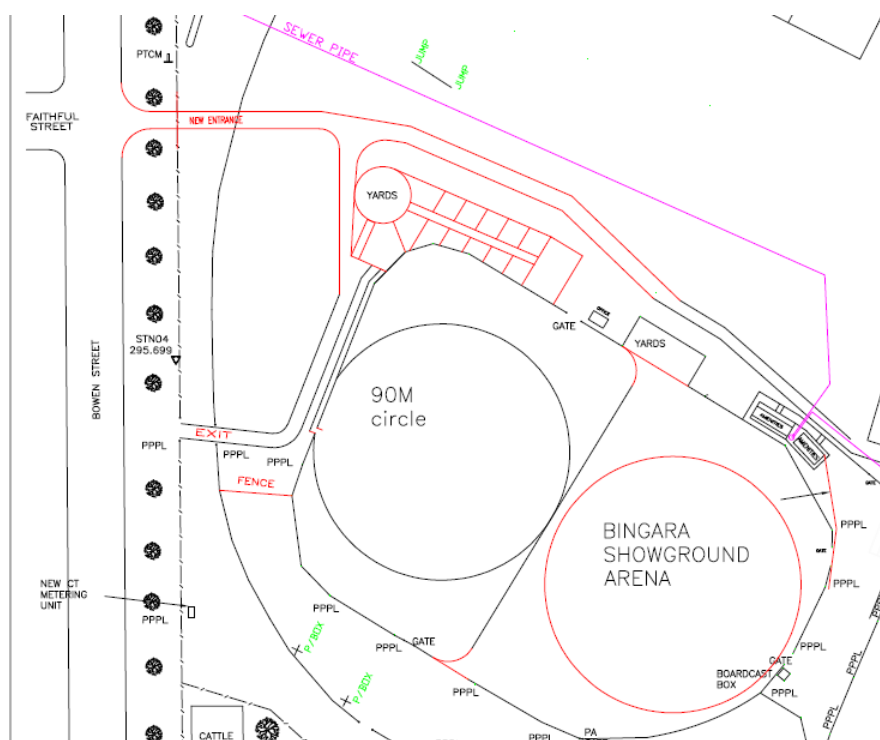
Product Supply tender was advertised on Local Government Procurement vendor panel 4th to 23rd January 2023. The 3 tenders received were assessed and recommendation submitted to February 2023 Council meeting.

Warialda Truck Wash

The truck wash facility was used by 115 trucks during February, with an average wash down time of 56 minutes and total water used was 483kL. The estimated income for February is \$8,610.36 less monitoring fees and expenses.

Bingara Showground

The Bingara Showground User Group Committee met in February and agreed on the proposed new layout for the campdraft arena and will require relocation of some existing power outlets.



Bingara Showground camp draft yards and entrance

Grant Projects

Federal Drought Program

Upper Horton water supply – Complete

All Abilities Park – landscaping of the western end of the park including terracing and sandstone retaining wall has been delayed due to the availability of the contractor.

Cunningham Park – project completed.

Covid Stimulus Funding

Batterham's Lookout – the guardrail installation was completed during December.

There is some signage and landscaping works to be undertaken to complete the project.

Regional Sports Facility Program

The covered netball court shed was completed in December. Line marking of the court was completed in February with seating to be installed after concreting works between amenities building and the court. A contractor has been booked for 2nd March to complete concrete works between the amenities and court, as well as providing access from the existing footpath. Led lighting discussion have been held with local electricians, with aim to install end of March. The opening of the court is scheduled for mid-March. The facility is a great asset for the community and can be utilised for multiple functions in addition to Netball.



Gwydir Oval netball court line marking

Open Spaces Program

Tenders for construction of the Long Run Skate Park have been listed with Local Government Procurement Market Place and close on the 7th March 2023.

Parks and Gardens

All parks and gardens continue to be maintained. Council undertakes weekly inspections of playgrounds and cleaning of handrails and touch areas. Mowing, weed control, irrigation, hedging, and trimming were routinely undertaken during February 2023. Council continues to mark and maintain the fields for the community groups using Council's ovals. Myall Creek and the Glacial area are inspected on a weekly basis.

Workshops and Depots – February

Workshop Services and Jobs	Dec	Jan	Feb
Total number of services in Workshops	16	24	15
Total number of repairs in Workshops	84	133	107

Major Repairs and maintenance undertaken in the workshops during February:

- P1721 – Grader Airconditioning repairs
- P1950 – Skid Steer - Hydraulic repairs
- P1662 – Water truck – new clutch and flywheel
- P1721 – Grader – tandem repairs
- P1713 – Jet Patcher - Turbo repairs
- P1081 – Water truck PTO repairs
- P1841 – Excavator – hydraulic repairs
- P1722 – Tractor transmission repairs

Plant replacement

Quotations have been called for a replacement Warialda based tractor used for slashing.

CONCLUSION

The activities carried out by the Technical Services Department are in line with the 2022/23 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 Monthly Technical Services Report for February 2023 be received.

ATTACHMENTS

Nil

COUNCIL RESOLUTION:

THAT the Monthly Technical Services Report for February 2023 be received.

(Moved Cr Dixon OAM, Seconded Cr Smith)

CARRIED

For: Cr J Coulton, Cr Egan, Cr D Coulton, Cr Dixon OAM, Cr Galvin, Cr Matthews, Cr Moore and Cr Smith

Against: Nil

8.4 BROC February Meeting Minutes

File Reference: NA

Delivery Program

Goal: 4. Proactive regional and local leadership

Outcome: 4.2 We work together to achieve our goals

Strategy: 4.2.2 Work in partnership to plan for the future

Author: General Manager

STAFF DISCLOSURE OF INTEREST Nil

IN BRIEF/SUMMARY RECOMMENDATION

This report recommends the noting of the Minutes of the BROC Meeting held on 23rd February 2023.

TABLED ITEMS Nil

OFFICER RECOMMENDATION

THAT the Minutes of the BROC Meeting held on 23rd February 2023 are noted.

ATTACHMENTS

1. BROC Minutes - 23 February 2023 [8.4.1 - 9 pages]

COUNCIL RESOLUTION:

THAT the Minutes of the BROC Meeting held on 23rd February 2023 are noted.

(Moved Cr Dixon OAM, Seconded Cr Egan)

CARRIED

For: Cr J Coulton, Cr Egan, Cr D Coulton, Cr Dixon OAM, Cr Galvin, Cr Matthews, Cr Moore and Cr Smith

Against: Nil

Correspondence to: PO Box 138, Inverell Shire Council NSW 2360
Email: broc@inverell.nsw.gov.au

BROC**Border Regional Organisation of Councils**

MINUTES OF THE BORDER REGIONAL ORGANISATION OF COUNCILS MEETING HELD AT THE INVERELL SHIRE COUNCIL ADMINISTRATION CENTRE, 144 OTHO STREET, INVERELL ON THURSDAY 23 FEBRUARY 2023 COMMENCING AT 2PM (NSW TIME).

Attendees:

Balonne Shire Council	Digby Whyte
Bulloo Shire Council	Donna Hobbs (Zoom)
Goondiwindi Regional Council	Cr Rob McKenzie
Gwydir Shire Council	Cr John Coulton
	Cr David Coulton
Inverell Shire Council	Cr Kate Dight (Chairperson)
	Sharon Stafford
Moree Plains Shire Council	Cr Lisa Orchin
	Nick Tobin
Paroo Shire Council	Cr Suzette Beresford (Zoom)
Southern Downs Regional Council	Cr Andrew Gale
Tenterfield Shire Council	Cr Bronwyn Petrie
Walgett Shire Council	Mike Urquardt (Zoom)

Also in Attendance:

Member for Northern Tablelands	The Hon Adam Marshall MP
NSW Cross Border Commissioner	James McTavish (Zoom)
QLD Police	Chris Mitchell
RDA Darling Downs/South West	Jenny Rix
SES (Guest Speakers)	Lukas Torr
	Craig Ronan (Zoom)
Inland Rail (Dept Infrastructure)	Laura Colley
ARTC	Jo Tait (Zoom)
QLD Dept Main Roads	Bill Lansbury (Zoom)

1 MEETING OPEN

Cr Paul Harmon, Mayor of Inverell welcomed delegates to Inverell. Cr Harmon noted the unique nature of this cross border relationship and encouraged members to continue communicating and advocating for the best outcomes for the border region. Cr Harmon thanked delegates and agencies for investing their time and energy and wished them every success moving forward.

2 ACKNOWLEDGEMENT OF COUNTRY

Cr Kate Dight acknowledged the Traditional Custodians of this land, the Gomeroi People, and paid respect to Elders past, present and emerging.

3 APOLOGIES

RESOLVED (Southern Downs/Goondiwindi) that the following apologies be accepted:

Balonne Shire Council	Cr Samantha O'Toole
	Matt Magin
Goondiwindi Regional Council	Cr Lawrence Springborg
Paroo Shire Council	Cassandra White
Southern Downs Regional Council	Cr Vic Pennisi
Walgett Shire Council	Cr Jane Keir
Member for Lismore	Janelle Saffin MP
Member for Warrego	Ann Leahy MP
QLD Dept Local Government	Bernadette Plummer
	Damon Meadows
<u>Observers</u>	
Bourke Shire Council	Cr Barry Holman
Brewarrina Shire Council	Cr Vivian Slack-Smith
	David Kirby

CARRIED

4 CONFIRMATION OF MINUTES**4.1 MEETING MINUTES – 1 DECEMBER 2022**

RESOLVED (Goondiwindi/Paroo) that the minutes of the Border Regional Organisation of Councils meeting held in Goondiwindi on 1 December, 2022, as circulated to members, be confirmed as a true and correct record of that meeting, noting the following amendments:

- Jenny Rix RDA was an apology for that meeting.
- ARTC - The Inland Rail Review by Dr Kerry Schott is not intended to look at the route.

CARRIED

4.2 MATTERS ARISING FROM THE MINUTES

Nil.

Cr Bronwyn Petrie arrived at 2.09pm.

5 CROSS BORDER COMMISSIONER UPDATE

James McTavish, NSW Cross Border Commissioner update to be held over till later in the meeting.

ADAM MARSHALL MP, MEMBER NORTHERN TABLELANDS

At this juncture, the time being 2.10pm the Chairperson invited the Hon Adam Marshall MP, Member for Northern Tablelands to address the meeting.

Mr Marshall briefed BROCC on the following matters:

- There is a State election in March 2023 and everything is currently geared towards campaigning for this as the government is in caretaker mode.

- If a new government is elected Adam doesn't foresee sweeping changes to communities.
- The roads & bridges program is being rolled out but the biggest problem is finding contractors to complete the construction work.
- Health is currently the biggest issue with the most recent announcement of the introduction of the Single Employer Model (SEM) trial to be rolled out throughout New England Hospitals beginning at the end of this year. This allows for junior doctors to be employed for up to 4 years across both state-run hospitals and in private clinics. This could allow up to an additional 20-30 new doctors practicing in our region and there is a second intake expected in early 2024. There is significant benefit to all parties with this model being a considerably cheaper alternative to the locum model currently in place. BROOC have equally been advocating on this issue for months so this is a very welcome resolve. BROOC recognised Mr Marshall for his tireless support of this issue and congratulated him on this latest announcement, thanking him for his support of local communities.

Mr Marshall left the meeting at 2.30pm.

6 DISASTER MANAGEMENT UPDATE

A/Senior Sergeant Chris Mitchell, District Disaster Management Coordinator – Cross Border Disaster Management briefed BROOC on the following:

- The Queensland MOG (Machinery of Government) for Disaster Management is undergoing structural change and now the QLD Police are acting as the umbrella agency to all other disaster management agencies in Qld, ie SES, Recovery Agencies, Qld Fire & Emergency Services etc. By July 1 2023 it is meant to be fully implemented. However Chris is not anticipating any change in his role and the status quo remains.
- Consequently the Disaster Management Forum planned for 12 & 13 July 2023 needs to be restructured and Chris suggested to the group that it be reduced to 1 day only of practical service delivery implementation. All agreed that this is the most effective part of the forum for BROOC and that we were willing to accommodate this change. Chris will come back to the group with firm details and designs for the forum and welcomes all member Council's input.

RESOLVED (Moree/Goonidwindi) that BROOC support the 2 x half day format proposed for the Disaster Management Workshop to be held 12/13 July 2023.

CARRIED

7 GUEST SPEAKER

A/Superintendent Lukas Torr, Central West, NSW SES and Craig Ronan, Planning & Intelligence, NSW SES, addressed the meeting on the subject of 'Flood Gauges and the Dissemination of Flood Data'.

- Lukas looks after the Central Western Region of NSW and the NE region role is currently changing over. The new position is to be taken up by Tammy Chefley. She is currently undergoing training but is willing to be the SES Disaster Management spokesperson going forward for BROOC.
- The SES are strongly advocating for the uptake of the Hazard Watch App for the dissemination of information during times of disaster. This was previously for fires but has been overhauled to include all climatic disasters ie floods as well.
- The SES act to get citizens to a safe place during times of disaster at which point the new Reconstruction Authority takes over responsibility. There has been extensive review of processes following the last flood and this is the new chain of responsibility.

- Craig Ronan was on screen and added to this presentation as the SES person responsible for liaising with the Bureau of Meteorology and disseminating their information. BOM discuss the flood situation and communicate with SES who manage the Hazards Watch App with this updated information. The app graphically highlights the impacted area, looking for flood peaks etc. They are doing extensive work trying to capture detailed flood data using GIS and special tools to ground truth the flood gauge data. They want to work with locals to further improve this.
- Chris Mitchell agreed to reach out to both Lukas & Craig to bridge the border gap and information flow. There was considerable discussion regarding the operations of the BOM and how interaction with BOM could be better improved. Craig agreed to take this back and investigate further considering it is a federal organisation.

RESOLVED (Moree/Southern Downs) that BROC advocate to the Bureau of Meteorology for improved cross border mapping and that individual Councils raise the issue at the ALGA Conference.

8 STRATEGIC PLANNING FOR BROC

There are 7 areas of strategic importance for BROC and all member Councils agreed to promote and support a restructure of BROC operations so that these areas could be individually addressed and tailored to meet outcomes relevant to BROC. Each area has one member Council electing to lead and drive the advocacy as per the following:

1. Attracting Population and Industry
 Lead Council: Paroo
 Associated Councils: Inverell, Moree
2. Transport Networks
 Lead Council: Gwydir
 Associated Councils: Southern Downs, Tenterfield, Inverell, Bulloo
3. Disaster Recovery, Management & Betterment
 Lead Council: Balonne
 Associated Councils: Goondiwindi, Moree, Tenterfield, Inverell
4. Health Services
 Lead Council: Tenterfield
 Associated Councils: Moree, Inverell, Goondiwindi, Paroo
5. Housing
 Lead Council: Moree
 Associated Councils: Bulloo, Walgett
6. Education & Childcare
 Lead Council: Walgett
 Associated Councils: Bulloo, Moree, Balonne
7. Telecommunication Connectivity
 Lead Council: Goondiwindi
 Associated Councils: Moree, Balonne, Inverell

The lead council will invite all councils to identify and inform the focus group of issues pertinent to that particular area of strategic importance. The working group will then meet to prioritise the issues and report back to the next quarterly BROC meeting.

At this juncture, the time being 3.30pm Mike Urquhart and Jo Tait left the meeting.

9 AGENCY UPDATES

- Laura Colley, Inland Rail (Department Infrastructure)
 - Laura (based in Moree) recently commenced with Inland Rail having taken over the role that Angela Doering previously occupied.
 - The Independent Review of Inland Rail is still ongoing but it's release is imminent.
 - It was noted that construction to North Star is to be completed by April 2023 with expected inland rail operations to begin early 2025. Sections north of the border are still very much in elementary negotiations with EIS to be completed.
- Jo Tait, Australian Rail Track Corporation (ARTC) – emailed through the following points for notation:
 - Some good progress on state approvals for the North Star to Border project – only announced on Thursday. North Star to Border project receives NSW Government approval - Inland Rail (artc.com.au)
 - The Inland Rail Review by Dr Kerry Schott is not intended to look at the route.
 - Hopefully by the time we next meet we will have some more clarity around the Review outcomes.
- Jenny Rix, Regional Development Australia (Darling Downs & South West)
 - The RDA is advocating on a number of issues. The Gas price caps are causing much angst and the flow on effects are having a huge impact on the Darling Downs.
 - The effects of the \$20B infrastructure fund to re-wire the nation is being felt everywhere.
 - RDA are heavily invested in providing Resilience workshops as a result of climate variability.
 - There is \$40M invested in agricultural resilience projects with community co-design.
 - Further funding opportunities are with Stronger Country Communities, Connecting Community Grants, Water Buy Backs, Regional Infrastructure Plan DDSSW.
 - There are numerous jobs & skills opportunities. The latest Future Jobs Forum indicated that there is a skills mis-match and the emphasis is to get jobs where they are needed. We have a once in a generation opportunity to get the unemployed into employment and DARMA is in agreement to fast track workers needing visas, particularly visas for rural & regional employment.

RESOLVED (Tenterfield/Moree) that BROCC write to the Federal Minister for Immigration, the Hon Andrew Giles advocating for visa applications for people proposing to enter the fields of health & education in regional and rural areas to be fast-tracked in an effort to assist with easing the employment crisis.

At this juncture, the time being 4.00pm Bill Lansbury dialled in to the meeting to provide his update.

- Bill Lansbury (Regional Director, Department Transport & Main Roads QLD)

Bill provided BROCC with an update in respect of the following matters:

- Inland Freight Route – Charters Towers to Mungindi
- TMP cost imposts increased by 30%

At this juncture, the time being 4.05pm, Bill Lansbury left the meeting.

10 CORRESPONDENCE

10.1 INWARDS

- Bank Statements and Fixed Term Certificate – National Australia Bank & Credit Union
- Letter from Tenterfield Shire Council confirming BROC delegates

10.2 OUTWARDS

- Letter of Support for Regional Development Australia (Queensland Government's Workforce Connect Fund – Connecting Youth to Industry)
- Letter to the Hon Sam Faraway re: Regional Road Transfer/Classification Review - Bruxner Way
- Letter to Visitor Information Centres re: Border Tourism Trail Proposal
- Letter to the Hon Grace Grace re: Preschools/Kindergartens Funding Model Changes
- Letter to the Hon Di Farmer re: Recognition of Occupational Licensing

RESOLVED (Gwydir/Southern Downs) that the Inwards and Outwards correspondence be received and noted.

CARRIED

10.3 MATTERS ARISING FROM CORRESPONDENCE

Nil.

11 FINANCIAL REPORT

11.1 TRANSACTIONS

National Australia Bank – 69-022-2187

Opening Balance as at 12 October 2022	\$20,781.46
Interest	\$0.42
Sponsorship – Disaster Management Conference	-\$4998.41
Audit Fees – Vanguard Consulting	-\$330.00
Balance as at 11 January 2023	\$15,453.47

National Australia Bank – Term Deposit 42-388-8697

Lodged 27 December 2022 for 12 months @ 3.75%	\$10,583.97
Maturity Date – 27 December 2023	

Warwick Credit Union – Fixed Term Deposit 100005924

Opening Balance as at 31 December 2022	\$ 11,459.74
Interest Rate 1.55%	\$ 44.77
Reinvested 22 January 2023 @ 1.95%	\$ 11,504.51
Maturity Date – 22 April 2023	

RESOLVED (Tenterfield/Moree) that the Financial Report be accepted.

CARRIED

11.2 MATTERS ARISING FROM FINANCIAL REPORT

Nil.

12 ITEMS LISTED

12.1 BROOC CONSTITUTION / TERMS OF REFERENCE

RESOLVED (Goondiwindi/Paroo) that Clause 2 (iv) of the BROOC Constitution be amended as follows:

‘Areas of Regional Strategic Importance include:

1. Attracting Population and Industry
2. Transport Networks
3. Disaster Recovery Management & Betterment
4. Health Services
5. Housing
6. Education & Childcare
7. Telecommunication Connectivity’

CARRIED

At this juncture, the time being 4.30pm, Donna Hobbs left the meeting.

12.2 TOURISM TRAIL

RESOLVED (Moree/Goondiwindi) that:

- i) BROOC continue to recognise the significant benefits this initiative could bring to the entire border region;
- ii) Note that the success of the initiative will depend on a commitment from all stakeholders along the border; and
- iii) Delegates go back to their respective visitor information centres to encourage a commitment to further investigate/scope the proposal if they haven’t committed already.

CARRIED

12.3 MEETING DATES & TIMES

RESOLVED (Tenterfield/Southern Downs) that generally speaking BROC meetings be held on the 2nd Friday of every 3rd month commencing at 9am local time.

Meeting dates for 2023 and 2024:

- Meeting Dates for 2023
 - 19 May 2023 - Balonne Shire Council (St George)
 - 11 August 2023 - Paroo Shire Council (Cunnamulla)
 - 10 November 2023 - Tenterfield Shire Council (Tenterfield)* (AGM & Ordinary)
- Meeting Dates for 2024
 - 9 February 2024 (Brewarrina Shire Council)
 - 10 May 2024 (Southern Downs Regional Council)
 - 9 August 2024 (Walgett Shire Council)
 - 15 November 2024 (Goondiwindi Regional Council)* (AGM & Ordinary)

CARRIED

13 ACTION ITEM LOG

RESOLVED (Goondiwindi/Tenterfield) that:

- a) the Action Item Log be received and noted: and
- b) the following items be removed from the Action Log:

- Flood Gauges / Flood Data Presentation
- Constitution

14 GENERAL BUSINESSMembership of BROC

An invitation was extended in 2022 to Bourke & Brewarrina Councils inviting them to be members of BROC.

The Chairperson was pleased to inform that Brewarrina have agreed to become a member.

RESOLVED (Gwydir/Moree) that:

- i) Brewarrina Shire Council be accepted as a member of BROC;
- ii) A tax invoice for 2022/23 membership of \$500 be forwarded to Brewarrina Shire Council; and
- iii) The BROC Constitution reflect Brewarrina Shire Council as a member.

Premier's Regional Forums

Cr Rob Mackenzie informed delegates that Balonne Shire Council & Goondiwindi Regional Council have both committed funding for a case study to be prepared lobbying for a Queensland Cross Border Commissioner. The case study will be presented at the Premier's Regional Forum to be held in St George in mid March.

Cr Mackenzie suggested that other QLD councils may wish to co-contribute towards funding the case study. If so, Councils are encouraged to contact Cr Mackenzie directly.

QLD Funding for Preschools and/or Kindergartens

Cr Orchin informed BROCC that the Qld Government is no longer supporting the 0-3 year preschool age group at Mungindi as a result of the changed funding model for QLD Preschools and Kindergartens. BROCC had noted at our December 2022 meeting that the majority of the children that attended the Mungindi preschool resided in New South Wales.

RESOLVED (Moree/Gwydir) that a letter be sent to the Hon Adam Marshall MP, Member for Northern Tablelands detailing the situation which currently exists in Mungindi and supporting the NSW Department of Education in their efforts in trying to resolve the day care issues facing that community.

CARRIED

5 CROSS BORDER COMMISSIONER UPDATE

At James McTavish, NSW Cross Border Commissioner briefed BROCC on the following:

- As stated earlier in the day, the government in NSW is in caretaker mode but the Commission is operating as usual and is not expecting much change regardless of the outcome of the election.
- The Commission office has expanded considerably and they have multiple areas of advocacy. Areas of particular focus; infrastructure and transport, service delivery, building communities, Moree & Goondiwindi MOU to deal with indigenous outcomes for border communities, emergency management & creation of Reconstruction NSW.
- There is a huge amount of work being done with QLD Premier & Cabinet to finalise a memorandum of understanding for cross border collaboration which is exciting and announcements on this are imminent.

At this juncture, the time being 5.15pm, Cr John Coulton and Cr David Coulton left the meeting.

15 NEXT MEETING

The next meeting will be hosted by Balonne Shire Council (in St George) on Friday 19 May 2023 commencing at 9am local time.

15 MEETING CLOSED

There being no further business the meeting closed at 5.20pm.

8.5 Investment & Rates Collection Report

File Reference: .

Delivery Program

Goal: 5. Organisational management

Outcome: 5.1 Corporate management

Strategy: 5.1.1 Financial Management and accountability systems

Author: Administration Assistant

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

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 at 28th February 2023

Direct Investments							
Broker	ID	Investment Name	Rating	Type	Next Rollover	Yield	Current Value
NAB	2022.10	NAB	AA	TD	24/03/2023	3.35%	\$1,000,000.00
NAB	2022.11	NAB	AA	TD	24/03/2023	3.35%	\$1,000,000.00
NAB	2202.12	NAB	AA	TD	24/03/2023	3.35%	\$1,000,000.00
Grand Total							\$3,000,000.00

Managed Funds				
Fund	Investment	Horizon	Type	Yield
Regional Australia Bank		At Call	Cash	
Regional Australia Bank Medical Centre		At Call	Cash	3.00%
Grand Total				\$406,835.56

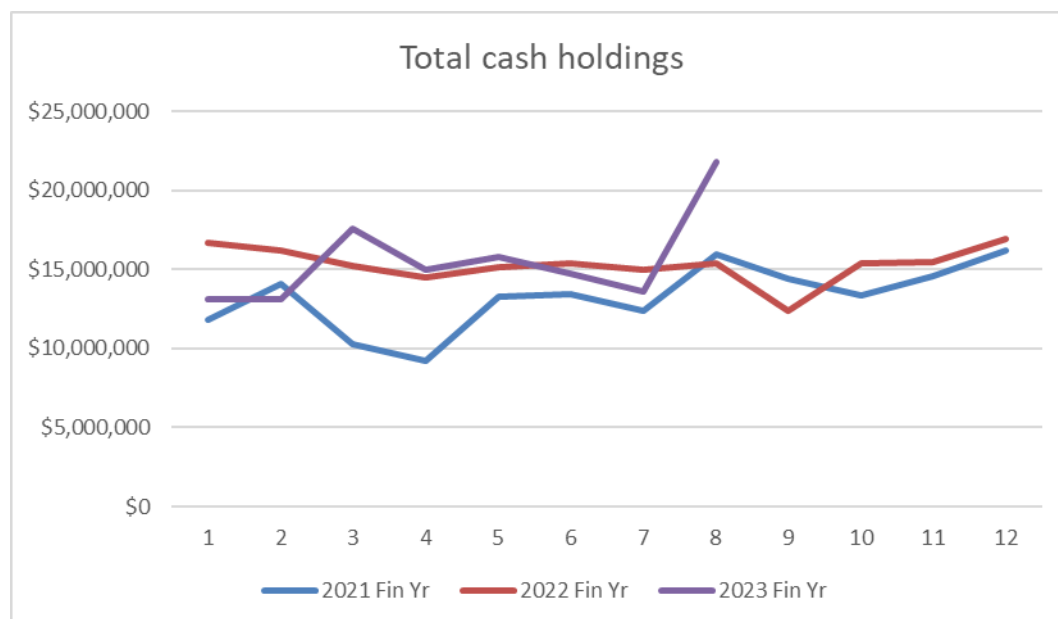
Total Investments	
Direct Investments	\$3,000,000.00
Managed Funds	\$406,835.56
Grand Total	\$3,406,835.56

Cash and Investments

Total Investments	
Direct Investments	\$3,000,000.00
Managed Funds	\$406,835.56
Grand Total Investments	\$3,406,835.56

Total Cash and Investments	
Investments	\$3,406,835.56
Cash at bank	\$18,382,010.77
Grand Total Cash and Investments	\$21,788,846.33

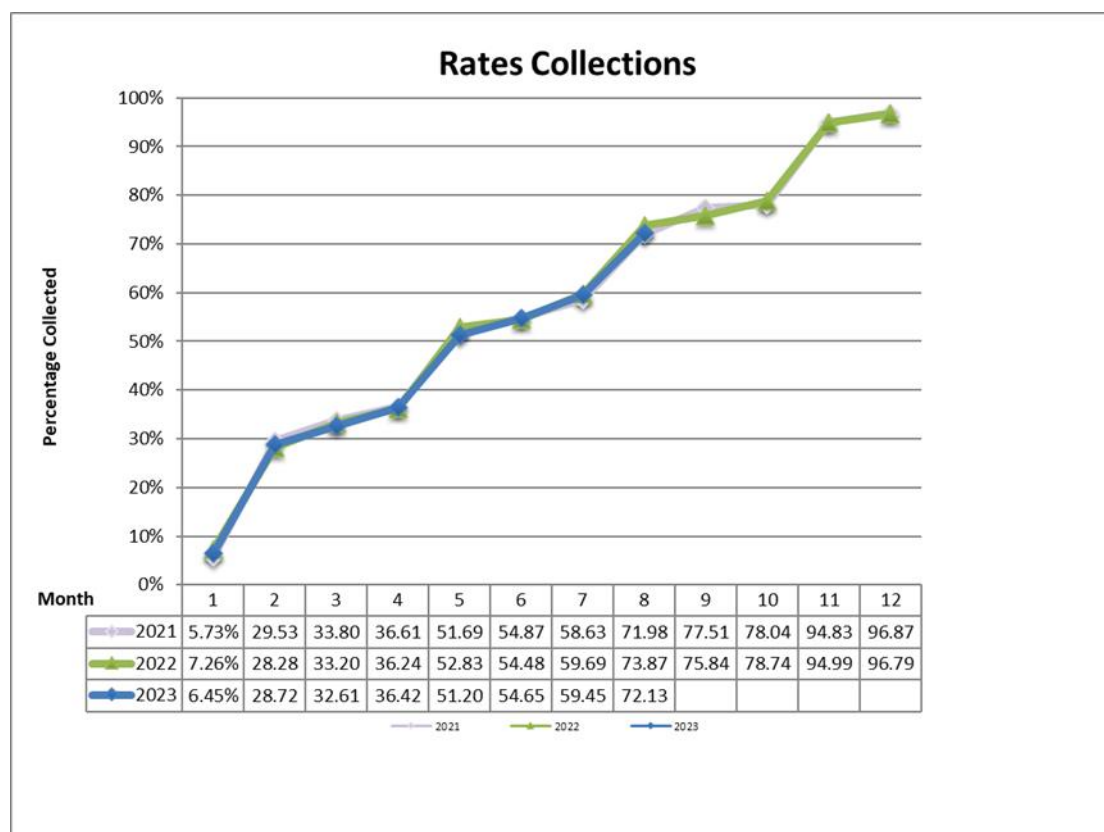
General Fund Cash	
Total cash and investments	\$21,788,846.33
LESS:	
Water fund*	-\$1,244,088.00
Sewer fund*	-\$2,990,058.00
Waste fund*	-\$4,393,916.00
Other restrictions:	
Employee leave entitlements*	-\$400,000.00
Asset replacement*	-\$726,000.00
Bonds and deposits	-\$1,209,549.87
Unexpended grants*	-\$9,600,436.00
Developer contributions	-\$539,000.00
Discretionary General Fund Cash	\$685,798.46



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 28th February 2023.



OFFICER RECOMMENDATION

THAT the February Monthly Investment and Rates Collection report be received.

ATTACHMENTS

Nil

COUNCIL RESOLUTION:

THAT the February Monthly Investment and Rates Collection report be received.

(Moved Cr Dixon OAM, Seconded Cr Egan)

CARRIED

For: Cr J Coulton, Cr Egan, Cr D Coulton, Cr Dixon OAM, Cr Galvin, Cr Matthews, Cr Moore and Cr Smith

Against: Nil

8.6 Child Safe Policy**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, OCD Director**STAFF DISCLOSURE OF INTEREST Nil****IN BRIEF/SUMMARY RECOMMENDATION**

Gwydir Shire Council is required under legislation to implement the Child Safe Standards adopted by the Office of the Children's Guardian (OCG) following the Royal Commission into Institutional Responses to Child Sexual Abuse and Related Matters. This legislation came into effect on 1 February 2023.

TABLED ITEMS Nil**BACKGROUND**

As a result Council has adopted a Child Safe Commitment Statement and implemented a Code of Conduct that will be acknowledged by all staff including elected members whether they be full-time, part-time, casual, temporary and fixed term Council Employees (including staff, students on placement, volunteers, 355 Committee members and Councillors) as well as contracted service providers and grant and sponsorship recipients and anyone else engaged by Council, will also be required to follow this process.

COMMENT

Staff attended the last ARIC meeting with a presentation (See Attachment) on the Child Safe Standards and what this will mean for Council, along with an update on the implementation process. As part of this process an organisational self-assessment was completed via the OCG website resulting in an Action Plan for Council to follow to successfully implement the Standards (See attachment).

Training will be provided for all staff on these Standards. A provision for delivering this training in the Budget must be considered and how and where wages will be structured as advised by senior staff.

Budget considerations -:

Police Checks for all Staff - \$15,000

Training Package - \$4,400

Graphic Design - \$2,500

Marketing - \$20,000

Wages for Staff undertaking training – To be determined

Ongoing Implementation wages allocation – To be determined

Oncosts – To be determined

The following Policies are in Draft form and will be submitted to Council for adoption in due course.

Policies & Guidelines in Draft

Child Safety Policy

Child Protection - Mandatory Reporting Risk of Significant Harm Procedure

Chapter 16A Request – (is for agencies that work with children to collect information from other agencies that work with children – e.g. social services gaining information from NSW Police)

Complaint Record Form

Managing Allegations Against Employees

Mandatory Reporting of Risk of Significant Harm Guideline

Child Protection Allegations Against Staff Flowchart

OFFICER RECOMMENDATION

THAT the report be received.

ATTACHMENTS

1. Child Safe Statement of Commitment FOR OUR COMMUNITY [8.6.1 - 1 page]
2. Gwydir Shire Council Child Safety Commitment Statement FOR OUR ORGANISATION [8.6.2 - 1 page]
3. Child Safe Organisation Presentation ARIC Meeting [8.6.3 - 10 pages]
4. Gwydir Shire Council Code of Conduct and Child Safe Organisation Commitment Statement [8.6.4 - 6 pages]

COUNCIL RESOLUTION:

THAT the report be received.

(Moved Cr Egan, Seconded Cr Matthews)

CARRIED

For: Cr J Coulton, Cr Egan, Cr D Coulton, Cr Dixon OAM, Cr Galvin, Cr Matthews, Cr Moore and Cr Smith

Against: Nil



Gwydir Shire Council

Child Safe Statement of Commitment

We are committed to being a child safe organisation and have a zero tolerance for child abuse.

We support and value all children and are committed to promoting and prioritising child safety throughout the Gwydir Shire.

We recognise our legal and moral responsibilities in keeping children and young people safe and have robust policies and procedures in place in order to meet this commitment.

We want children to thrive, be safe, happy, and empowered and we are dedicated to ensuring children have a voice, their views are listened to and respected and, they are given opportunities to contribute to how we plan and deliver our services.



Gwydir Shire Council Child Safety Commitment Statement

Gwydir Shire Council is committed to the safety, wellbeing and empowerment of all children and young people throughout our Shire, including indigenous children, those from culturally and linguistically diverse backgrounds and children and young with disability.

All Gwydir Shire Council staff, volunteers and other partners have a zero-tolerance approach to any form of child abuse in both the physical, psychological and online environments. We support the rights of children and young people, and we will act immediately and accordingly to ensure an environment is maintained where they feel safe, respected, valued, and empowered at all times.

We know that being a leading child safe organisation is about more than having the right policies and procedures in place. It requires conscious actions and proactive behaviours to protect children from harm. It means creating a culture of safety that extends from participation and education through to ensuring all members of our organisation feel safe and secure in reporting inappropriate behaviour.

It is essential that everyone at Gwydir Shire Council understand the important responsibilities they have in relation to child safety, and we are committed to educating our elected members, employees, volunteers, contractors, consultants, other partners and the wider community in this regard.

We want children to have a voice and know that their views are listened to and respected and that they are given opportunities to contribute. Together we can provide an environment where children feel safe, respected, valued, and encouraged to reach their full potential.

Gwydir Shire Council

Child Safe Organisation



Office of the
Children's Guardian



Why do we need to be a child safe organisation?

In 2017 the National Royal Commission handed down its findings into Institutional responses to child sexual abuse and related matters.

A key outcome from this was the adoption in NSW of 10 Child Safe Standards and legislation which was passed in 2021.

This legislation and framework triggers new responsibilities for all council staff, volunteers and councillors to protect and listen to their youngest residents and workers.

Essentially Council is responsible for implementing the 10 Child Safe Standards and becoming a 'Child Safe Organisation'.



What are the Child Safe Standards?

- Child safety is embedded in organisational leadership, governance and culture
- Children participate in decisions affecting them and are taken seriously
- Families and communities are informed and involved
- Equity is upheld and diversity is taken into account
- People working with children are suitable and supported

Child Safe Standards

#ChildSafeStandards

What are the Child Safe Standards cont'd....

- Processes to respond to complaints of child abuse are child focused
- Staff are equipped with the knowledge, skills and awareness to keep children safe through continual education and training
- Physical and online environments minimise the opportunity for abuse to occur
- Implementation of the Child Safe Standards is continuously reviewed and improved
- Policies and procedures document how the organisation is child safe

Child Safe Standards

#ChildSafeStandards

When does this come into effect?

- From 1 February 2023
- Children's Guardian will have greater power to take action to ensure organisations comply with the Child Safe Standards.
- Efforts by Children's Guardian will remain focused on education and building capacity for organisations.



Implementing the Standards...Where are we at?

- Council has adopted a Child Safe Statement and Code of Conduct
- Policies are being developed to incorporate the entire organisation not just Social Services
- Training for staff is being investigated to be delivered across the organisation
- An action plan has been developed via a self-assessment tool on the Office of Children's Guardian (OCG) website
- Actions from this report will be transferred to IP&R documents to be completed and implemented.



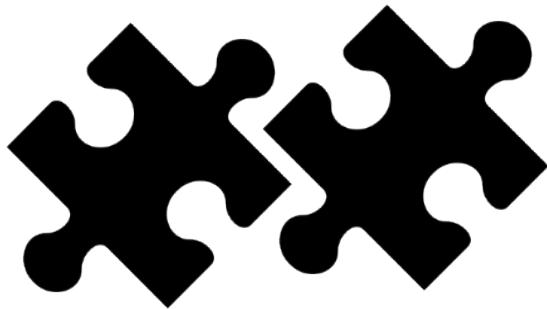
What does this mean for Council?



- Implementing these Standards will cost Council, therefore a budget will need to be allocated.
- Training and education will be ongoing
- Working with Children and Police Checks will be mandatory across the organisation at a cost to Council
- These checks will include volunteers, Councillors, contractors and paid staff
- These checks may create some anxiety in the workforce, Senior Staff and the Employee Assistance Program can help manage this



What does this mean for Council cont'd...



- Implementing these Standards should not be considered an inconvenience, more a way of ensuring our whole community is safe and has a voice.
- These Standards can also open opportunities for conversations with our children and young people for growth in our communities.

What are the risks?

- Staff do not know/understand their role in accepting the Standards and implementing them into their every day working environment
- Cost of training and ongoing review/amendments
- Losing staff who are not prepared to comply (this will need to be managed very carefully and on an ongoing basis)
- Potential increase in anxiety/stress for staff - re legislation and implementation and the reasons for this
- Budget allocation – where is it coming from? Who is responsible?



Questions?.....





Gwydir Shire Council

Child Safe Organisation Code of Conduct and Commitment Statement

File Reference: ## Version 2:
Council Pages ##
Resolution:

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Document data

Department	Organisational Development Services
Responsible Manager	Leeah Daley
Date Adopted	or Approved under Delegation, General Manager
File reference	####
Version no	2
Next Review	As Required

Revision record

Date	Version	Revision details	Officer	Next Review
Nov 2022	1	Initial Document	C McClymont	2024
March 2023	2	Policy Review	C McClymont	2024

Child Safety Commitment Statement

Gwydir Shire Council is committed to the safety, wellbeing and empowerment of all children and young people throughout our Shire, including indigenous children, those from culturally and linguistically diverse backgrounds and children and young with disability.

All Gwydir Shire Council staff, volunteers and other partners have a zero-tolerance approach to any form of child abuse in both the physical, psychological, and online environments. We support the rights of children and young people, and we will act immediately and accordingly to ensure an environment is maintained where they feel safe, respected, valued, and always empowered.

We know that being a leading child safe organisation is about more than having the right policies and procedures in place. It requires conscious actions and proactive behaviours to protect children from harm. It means creating a culture of safety that extends from participation and education through to ensuring all members of our organisation feel safe and secure in reporting inappropriate behaviour.

It is essential that everyone at Gwydir Shire Council understand the important responsibilities they have in relation to child safety, and we are committed to educating our elected members, employees, volunteers, contractors, consultants, other partners and the wider community in this regard.

We want children to have a voice and know that their views are listened to and respected and that they are given opportunities to contribute. Together we can provide an environment where children feel safe, respected, valued, and encouraged to reach their full potential.

Code of Conduct

We are committed to creating and maintaining an environment that promotes the safety of all children. This includes encouraging a culture where the prevention and reporting of abuse is supported and encouraged. All staff and volunteers are responsible for promoting the safety, wellbeing and empowerment of children.

This Code of Conduct sets expectations for how our employees, volunteers, contractors and other associates should behave around children and identifies positive child safe behaviours that we encourage all adults to support. Child abuse takes many forms and can include physical, sexual and psychological abuse, ill-treatment and neglect. It also identifies behaviours that we consider unacceptable. Engaging in unacceptable behaviour is a breach of this Code of Conduct and may result in managerial or disciplinary action. Gwydir Shire Council's Child Safe Policy provides more information about these different types of abuse.

It is important to note that some of Council's services will have their own legal and moral obligations that meet the commitments of child safety e.g., preschools, youth services, toy libraries and vacation care. In these instances, the appropriate policies and procedures will be acknowledged and adhered to.

All staff, volunteers, and others employed by council, including contractors, for specified activities are responsible for the safety, wellbeing and empowerment of children and young people who engage directly or indirectly with Gwydir Shire Council. All are

expected to act in accordance with all relevant legislation, this Code of Conduct and Council's policies and procedures.

Gwydir Shire staff, volunteers, contractors and other associates Will:

- Treat all children and young people with respect
- Listen to and value children and young people's ideas and opinions
- Welcome all children and their families and their carers by being inclusive
- Actively promote cultural safety and inclusion
- Listen to children and respond to them appropriately
- Welcome parents and carers to participate in decision about matters that involve the safety of their children
- Report any conflicts of interest (such as outside relationship with a child)
- Adhere to all relevant Australian and NSW legislation and our own child safe policies and procedures
- Participate in all compulsory training
- Raise concerns with management if risks to child safety are identified, including cultural, environmental, and operational risks
- Report and act on any concerns or observed breaches of this Code of Conduct
- Take reasonable steps to protect children from abuse
- Respect the privacy of children and their families by keeping all information about child protection concerns confidential
- Inform parents and carers if there are situations that need to be safely managed but are outside the boundaries of this Code of Conduct
- Take a child seriously if they disclose harm or abuse
- Ensure breaches of this Code are reported immediately
- Uphold the rights of the child and always prioritise their needs

Gwydir Shire staff, volunteers, contractors and other associates Will Not:

- Condone or participate in illegal, unsafe, or abusive behaviour towards children, including physical, sexual or psychological abuse, ill-treatment, neglect or grooming
- Ignore or disregard any concerns, suspicions, or disclosures of child abuse
- Exaggerate or trivialise child abuse issues
- Use hurtful, discriminatory, or offensive behaviour or language with children
- Fail to report information to police if they know a child has been abused
- Engage in unwarranted and inappropriate touching involving a child
- Persistently criticise and/or denigrate a child
- Deliberately prevent a child from forming friendships
- Verbally assault a child or create a climate of fear
- Offer children and young people alcohol, cigarettes, or other drugs
- Show children pornographic images
- Encourage a child to communicate with them in a private setting e.g., alone in a room or via online methods
- Share details of sexual experiences with a child
- Use sexual language or gestures in the presence of children

I understand the following types of behaviour may be of concern:

- Being alone with a child or young person when there is no professional reason for doing so
- Physically touching or digitally engaging with children or young person when you do not have a reason for doing so
- Speaking to a child in an inappropriate manner

All elected members, staff, volunteers, contractors and other associates of Gwydir Shire Council are encouraged to speak up if they have concerns about the safety of children. Complaints about a breach of this Code of Conduct must be reported to our Mandatory Reporting Officer Suzanne Webber via her phone 02 6724 2071 or via email mail@gwydir.nsw.gov.au with the subject line reading URGENT: Attention Suzanne Webber.

Some breaches of this Code of Conduct may need to be reported to the NSW Police, the Department of Communities and Justice and the Office of the Children's Guardian. Our Complaint Handling Policy provides more information about our reporting obligations to external authorities as well as describing protections and confidentiality provisions for anyone making a report. The policy can be found on Council's website www.gwydir.nsw.gov.au or by contacting 02 6724 2000.

Elected members, staff, volunteers, contractors and/or other associates who breach our Code of Conduct may also be subject to disciplinary action. This can include increased supervision, appointment to an alternative role, suspension or termination from the organisation. Detailed descriptions of breaches are found in our Disciplinary Policy. This can be found on Council's website www.gwydir.nsw.gov.au

Legislative References

Local Government Act 1993

Children's Guardian Act 2019

State Records Act 1998

PLEASE NOTE:

An adult in an organisation will commit an offence if they know another adult there poses risk of abusing a child (under 18 years), and they have the power to reduce or remove the risk, and they negligently fail to do so.

All adults in NSW are required to report information to police if they know, believe or reasonably ought to know that a child (under 18 years) has been abused.

I have read this Code of Conduct and agree to abide by it and its terms.

Name: _____

Signature: _____

Date: _____

8.7 Road Name Change

File Reference: NA

Delivery Program

Goal: 1. A healthy and cohesive community

Outcome: 1.1 We have healthy and inviting spaces and places

Strategy: 1.1.1 Improve local access to health services

Author: Geographical Services Officer

STAFF DISCLOSURE OF INTEREST Nil

IN BRIEF/SUMMARY RECOMMENDATION

The Council has received a request from the only resident on the Girrawheen Road to change the name to Terragalonga Road. This change will avoid confusion with another similar sounding Girrawheen Road in the North of Gwydir Shire. Naming the road to Terragalonga is in keeping with the NSW Addressing Policy. This will make it easier for the public to locate the road and for Emergency Services to respond if a need should arise.

TABLED ITEMS Nil

BACKGROUND

Girrawheen Road was gazetted on the 28 October 2011, under the NSW Addressing Policy all roads must be named whether they are Council roads, Crown roads, private roads, right of ways or easements intended as roads.

In the NSW Addressing Policy it states:

“The Geographical Names Board (GNB) advises that Local Government (with jurisdiction over the area in which the road is located) are responsible for endorsing the authoritative road name and ensuring it is approved by the GNB and gazetted, all roads must be named.

For the purposes of this policy a road is considered to be an area that is open to and/or used by the public and is navigable by vehicle or foot and can be used for assigning addresses or allowing access between points or to a feature.”

COMMENT

A letter was received by the owner of the property Terragalonga on 17 January 2022 (AT-1). The owner outlines the reasons as to why the name should be changed, including an Incident: ***“When my father passed away on the property the ambulance did get lost, and I do not want this to happen again.”*** This resulted in a delay in emergency service personnel being able to promptly attend the call out.

The landowner is requesting that the road name be changed to Terragalonga Road, in keeping with the property name at the end of the road. As there are no other residents on this road, no other property owners would be affected.

CONCLUSION

Girrawheen Road is a road that leads to one property, "Terragalonga". Previously emergency services were lost in trying to find Girrawheen Road. Changing the name will reduce confusion with the other Girrawheen Road. This will minimize risk and it will make it easier to locate the property Terragalonga in an emergency.

STRATEGIC IMPLICATIONS

The naming of all roads will provide consistency with other government authorities and in particular Emergency Services and Australia Post.

OFFICER RECOMMENDATION

THAT the report be received.

FURTHER that the Council approves renaming Girrawheen Road to Terragalonga Road and that this proposed name change is sent to the Geographical Names Board for approval.

ATTACHMENTS

1. Map - Proposed Road Name Change - Girrawheen to Terragalonga - 03 March 2023 [8.7.1 - 1 page]
2. Road Name Change- Terragalonga Access [8.7.2 - 1 page]

COUNCIL RESOLUTION:

THAT the report be received.

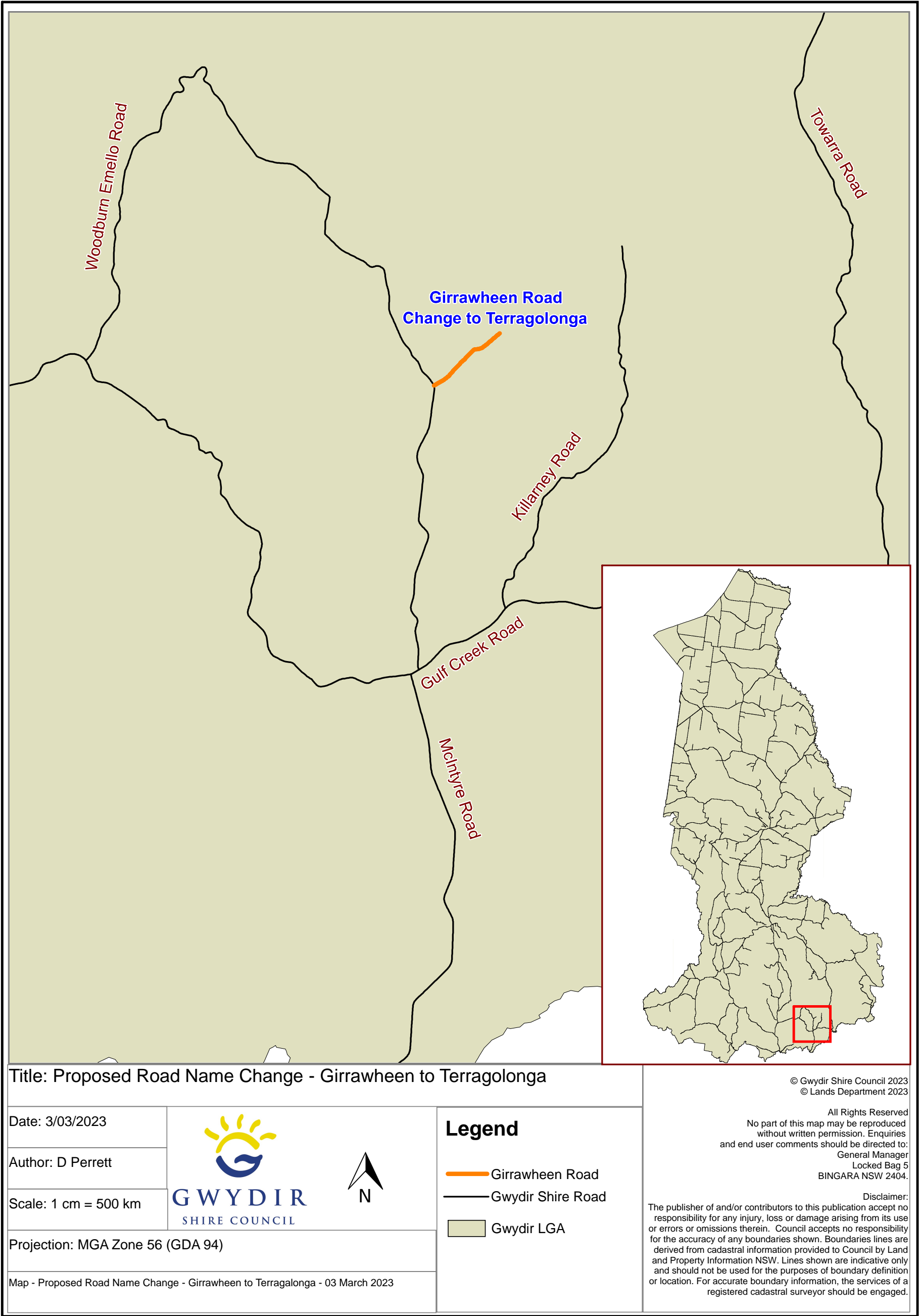
FURTHER that the Council approves renaming Girrawheen Road to Terragalonga Road and that this proposed name change is sent to the Geographical Names Board for approval following the proposal being advertised for 30 days for public comment.

(Moved Cr Egan, Seconded Cr Galvin)

CARRIED

For: Cr J Coulton, Cr Egan, Cr D Coulton, Cr Dixon OAM, Cr Galvin, Cr Matthews, Cr Moore and Cr Smith

Against: Nil



Gwydir Shire Council
33 Maitland Street
Bingara NSW 2404

Attention: Alex Eddy
RE: Road name change

Dear Alex,

Following previous discussion, I am writing to formally propose that Girrahween Road in the Gulf Creek area (which was originally SR62 in the old Barraba Shire Council) be changed to Terragalonga Road. The road name is confusing to local residents and poses a risk of Emergency Services going to the wrong location.

When the Shire road signs were introduced, the Barraba Shire workers logically placed this signage at the entry to the property "Girrahween" which is several kilometres to the south of where it was intended for. The post at "Girrahween" is still in place as proof of this. There was no logical reason to call the road to "Terragalonga", Girrahween Road as it is an access road to "Terragalonga" and would be much more suitably named Terragalonga Road.

Historically the property "Terragalonga" has been held by my family for almost 100 years and it has always been called "Terragalonga". Prior to 1928 it was a portion of Keera. The name Terragalonga is an Aboriginal word meaning "meeting of waters" which is significant to the property, as this is where the Gulf Creek and McIntyre Creek systems junction.

The scenario of emergency services getting confused is a real issue. When my father passed away on the property, the ambulance did get lost and I do not want this to happen again. Signage is significant to ensuring people end up in correct destinations.

Other reasons supporting the name change include the presence of another Girrahween Road in the Gwydir Shire, as well as Shire Road 62 being already allocated to a different road, which further adds to the problem. Since my discussion with you, the sign at the "Terragalonga" access road has been removed by someone, so presently it has nothing to indicate what road it is.

I hope you can assist me to get this name change implemented. Please do not hesitate to contact me on 0429 821 747 for further information.

Yours sincerely
Susan Russell.

8.8 Conflicts of interest policy – dealing with council-related development**File Reference:** NA**Delivery Program****Goal:** 5. Organisational management**Outcome:** 5.1 Corporate management**Strategy:** 5.1.5 Provision of responsible internal governance**Author:** General Manager**STAFF DISCLOSURE OF INTEREST Nil****IN BRIEF/SUMMARY RECOMMENDATION**

This report recommends the adoption of the 'Conflicts of interest policy – dealing with council-related development throughout the development process' as now required by State Government Regulation.

TABLED ITEMS Nil**BACKGROUND**

The NSW State Government has mandated that each Council must adopt and have a policy that specifies how conflicts of interest in connection with council-related development applications will be handled.

The policy must comply with the requirements in the Guidelines issued as a template.

The attached Draft Policy complies with these Guidelines and is recommended for adoption.

This Regulation becomes effective from 3rd April 2023.

OFFICER RECOMMENDATION

THAT the draft Conflicts of interest policy – dealing with council-related development throughout the development process be adopted.

FURTHER that the community be advised of the adoption of the policy through promotion on the Council's social media platforms.

ATTACHMENTS

1. DRAFT Conflicts of interest policy dealing with council-related development throughout the developm [8.8.1 - 2 pages]

COUNCIL RESOLUTION:

THAT the draft Conflicts of interest policy – dealing with council-related development throughout the development process be adopted.

FURTHER that the community be advised of the adoption of the policy through promotion on the Council's social media platforms.

(Moved Cr D Coulton, Seconded Cr Matthews)

CARRIED

For: Cr J Coulton, Cr Egan, Cr D Coulton, Cr Dixon OAM, Cr Galvin, Cr Matthews, Cr Moore and Cr Smith

Against: Nil

Part 1 Preliminary

(1) Name of policy

This policy is the Conflicts of interest policy – dealing with council-related development throughout the development process.

(2) Aim of policy

This policy aims to manage potential conflicts of interest and increase transparency at all stages of the development process for council-related development.

(3) Scope

This policy applies to council-related or initiated development whether lodged by Council or a consultant acting on Council's behalf.

(4) Definitions

(1) In this policy:

application means an application for consent under Part 4 of the Act to carry out development and includes an application to modify a development consent it does not include an application for a complying development certificate.

council means Gwydir Shire Council.

council-related development means development for which the council is the applicant developer (whether lodged by or on behalf of council), landowner, or has a commercial interest in the land the subject of the application, where it will also be the regulator or consent authority

development process means application, assessment, determination, and enforcement **the Act** means the *Environmental Planning and Assessment Act 1979*.

(2) A word or expression used in this policy has the same meaning as it has in the Act, and any instruments made under the Act, unless it is otherwise defined in this policy.

(3) Notes included in this policy do not form part of the policy.

Part 2 Process for identifying and managing potential conflicts of interest

(5) Management controls and strategies

(1) The following management controls may be applied to:

a. the **assessment** of an application for council-related development

- *Staff involved in assessment not to be involved in preparing the application.*
- *Risk assessment to determine risk category– low, moderate, high, very high.*
- *Consideration of the type of development – including but not limited to: scale, value, commercial interest, controversy.*
- *An application categorised as very high will be, where practicable, assessed by either:*
 - a) *a consultant engaged by council,*
 - b) *another council,*
 - c) *local planning panel.*

• the **determination** of an application for council-related development

- Applications categorised as Very high will be determined by a report to the Council to be determined at the Council meeting where practicable.

c. the **regulation and enforcement** of approved council-related development

- A register will be kept of all council-related development that include on-going development consent elements and compliance to be reported on annually.
- Publication of certificates issued under Part 6 of the Act on the NSW Planning Portal
- Regulation and enforcement in accordance with the Council's Enforcement Policy
- Outcomes of Regulatory and Enforcement actions of council-related development to be included in monthly reports to council meetings.

(2) The management strategy for the following kinds of development is that no management controls need to be applied:

- commercial fit outs and minor changes to the building façade
- internal alterations or additions to buildings that are not a heritage item
- advertising signage
- minor building structures projecting from a building facade over public land (such as awnings, verandas, bay windows, flagpoles, pipes, and services)
- development where the council might receive a small fee for the use of their land.

(6) Identifying whether a potential conflict of interest exists, assessment of level risk and determination of appropriate management controls

- (1) Development applications lodged with the council that are council-related development are to be referred to the general manager (or a delegate) for a conflict-of-interest risk assessment.

Note: Council-related development is defined in section 4.

(2) The general manager (or a delegate) is to:

- assess whether the application is one in which a potential conflict of interest exists,
- identify the phase(s) of the development process at which the identified conflict of interest arises,
- assess the level of risk involved at each phase of the development process,
- determine what (if any) management controls should be implemented to address the identified conflict of interest (in each phase of the development process if necessary) having regard to any controls and strategies outlined in clause 5 of the policy and the outcome of the general manager's assessment of the level of risk involved as set out clause 6(2)(c) of the policy,

Note: The general manager could determine that no management controls are necessary in the circumstances.

- document the proposed management approach for the proposal in a statement that is published on the NSW Planning Portal.

9 COUNCILLORS' REPORTS

Cr D Coulton

Cr Coulton asked that the Director Engineering Services pass on the thanks of the Warialda P & A Association's to the staff members who worked to correct a drainage issue at the Showground.

Cr Moore

Cr Moore also requested that his thanks be conveyed to the staff members or contractors involved in improving the cleanliness of the Warialda Streets and the fixing of the washouts that occurred on Gragin Road.

Cr Matthews

Cr Matthews requested that a weekly one-page information sheet outlining what's new or happening in Bingara and Warialda be distributed in hard copy and electronically possibly at outlets such as supermarkets, newsagents and the post offices.

Cr Dixon

Cr Dixon requested information about the next scheduled Community Meeting Dates.

The proposed dates, subject to the availability of meeting places, are:

Date	Locality
Wednesday 26 th April 2023	North Star
Thursday 27 th April 2023	Croppa Creek
Tuesday 2 nd May 2023	Bingara
Thursday 4 th May 2023	Warialda
Tuesday 9 th May 2023	Gravesend
Tuesday 16 th May 2023	Upper Horton

Cr Egan

Cr Egan requested details regarding several matters:

What is the target date for the implementation of the Visitor Information Screens proposed for development at the Warialda VIC – the meeting was advised that the construction request was with the Department of Transport because the screens are proposed on a State Road;

Cr Egan acknowledge the receipt of information from Water NSW regarding the water releases from Copeton Dam on 23rd September 2022 and expressed her concern at the inadequacy of the response;

Cr Egan requested some background information on the increasing number of staff being employed and it was explained the great majority are grant funded positions; and;

Cr Egan advised the meeting that the state of the foreshore of the Gwydir River remains in need of urgent attention following the September 2022 flooding, which all Councillors indicated agreement with, and requested the staff to undertake the remedial work needed as a matter of urgency.

Cr Galvin

Cr Galvin requested that the Gwydir Communications Team investigate resuming the Council's presence at relevant Caravan and Camping Shows to ensure the future of the Shire's tourism visitations.

Cr J Coulton

Cr J Coulton requested that the potential sale of the former Warialda Saleyards' site be expedited and requested advice as to what the Jet Tar Patcher observed on the recent northern road bus tour was doing on Blue Nobby Road, which was provided.

10 COMMITTEE OF THE WHOLE - CONFIDENTIAL ITEMS**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) (a) and (c) 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 D Coulton, Seconded Cr Smith)

CARRIED

For: Cr J Coulton, Cr Egan, Cr D Coulton, Cr Dixon OAM, Cr Galvin, Cr Matthews, Cr Moore and Cr Smith

Against: Nil

10.1 Adoption of the Recommendations of the Confidential Session

The meeting was re-opened to the public at 11.31 am.

COUNCIL RESOLUTION:

THAT the recommendations of the Confidential Session, namely:

Organisation & Community Services

THAT the report be received.

Shire revaluation

THAT the information is noted.

ARIC Minutes

THAT the Minutes of the ARIC Meeting held on 8th March 2023 are received and noted.

33 Park Lane Bingara DA Determination

THAT the report be received and noted.

Accommodation Warialda

THAT the decision to purchase an additional 2 three-bedroom accommodation units for \$437,558 (Incl GST) from Uniplan is endorsed.

North and East Bingara pressure sewer extension

THAT Council accepts the construction tender from Ledonne Constructions Pty Ltd for \$2,918,219.32 and the General Manager is authorized to sign off on the details of the contract including the affixing of the Council's Common Seal if required.

are adopted.

(Moved Cr D Coulton, Seconded Cr Matthews)

CARRIED

For: Cr J Coulton, Cr Egan, Cr D Coulton, Cr Dixon OAM, Cr Galvin, Cr Matthews, Cr Moore and Cr Smith

Against: Nil

11 CLOSURE

The meeting closed at 11.41 am.