



MINUTES COMMUNITY SERVICES AND PLANNING COMMITTEE

GWYDIR SHIRE COUNCIL

THURSDAY 14 MAY 2020

COMMENCING AT 9.30AM

ROXY MEETING ROOM, BINGARA

Present:

Committee Members: Cr. Catherine Egan (Deputy Mayor), Cr. Marilyn Dixon OAM, Cr. Jim Moore, Cr. Geoff Smith, Cr. Stuart Dick, Cr. David Coulton, Cr. Tiffany Galvin, Cr. Frances Young and Leeah Daley (Director, Organisation and Community Development)

Staff: Max Eastcott (General Manager), Leeah Daley (Deputy General Manager), Helen Thomas (Manager, Finance), Alex Eddy (Manager, Engineering Services) and Tim Greensill (Manager, Information Services)

Public: Nil

Visitor: Nil

This is page number 1 of the minutes of the Community Services and Planning Committee held on Thursday 14 May 2020

Chairman

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OFFICIAL OPENING AND WELCOME – MAYOR

APOLOGIES Cr. John Coulton (Mayor)

THAT the apology of Cr. John Coulton (Mayor) is accepted.

(Moved Cr Young, seconded Cr Galvin)

CONFIRMATION OF THE MINUTES

THAT the Minutes of the previous Community Services and Planning Committee Meeting held on Thursday 13 February 2020 as circulated be taken as read and CONFIRMED.

(Moved Cr Young, seconded Cr Galvin)

PRESENTATION Nil

CALL FOR THE DECLARATIONS OF INTERESTS AND CONFLICTS OF INTEREST Nil

COMMITTEE OF THE WHOLE – CONFIDENTIAL ITEMS

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

(Moved Cr D Coulton, seconded Cr Dixon OAM)

ADOPTION OF THE RECOMMENDATIONS OF THE CONFIDENTIAL SESSION

COMMITTEE RECOMMENDATION TO COUNCIL:

THAT the recommendation of the Confidential Session, namely:

Monthly Confidential Organisation and Community Development Report for April 2020

THAT the monthly Confidential Organisation and Community Development Report for April 2020 be received

This is page number 3 of the minutes of the Community Services and Planning Committee held on Thursday 14 May 2020

Chairman

Councillor Report

THAT the Councillor Report regarding Naroo is noted.

is adopted for recommendation to Council.

(Moved Cr D Coulton, seconded Cr Young)

Item 1 Monthly Executive Report for April 2020

FILE REFERENCE

DELIVERY PROGRAM

GOAL: 5. Organisational Management

OUTCOME: 5.1 CORPORATE MANAGEMENT

STRATEGY: 5.1.3 Administrative functions - GM - internal

AUTHOR General Manager

STAFF DISCLOSURE OF INTEREST Nil

IN BRIEF / SUMMARY OF RECOMMENDATION

The monthly Executive report details the activities carried out by the Department during the months of March 2020.

BACKGROUND

The monthly Executive 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.

NSW 2020 Environmental Citizen of the Year Award

Each Australia Day, communities are invited to participate in the NSW Local Citizen of the Year Awards. The awards recognise outstanding achievements by individuals and organisations within local communities.

The NSW Environmental Citizen of the Year Award recognises outstanding efforts by individuals or organisations to preserve the environment, reduce litter and improve recycling, or use the Return and Earn scheme in an innovative way to fundraise for a meaningful cause.

The award is sponsored by Return and Earn – the largest litter reduction program ever undertaken in NSW – because these finalists share Return and Earn’s ultimate goal of improving the environment across NSW.

Bingara Anglers Club is a finalist in the 2020 Environmental Citizen of the Year Awards for their work in rescuing native fish in the Gwydir River during the drought.

Their nomination states: *The Bingara Anglers Club helps look after some of the best freshwater fishing grounds in NSW. For years, its volunteers have sponsored events such as Easterfish and Carp Muster, while operating a hatchery and releasing thousands of fingerlings into the Gwydir and Horton rivers. However, with the ongoing drought, these pristine waterways are drying up, putting native fish at risk.*

To save these important species, Bingara Anglers Club volunteers teamed up with NSW Government staff to conduct a fish rescue. Overall, 123 fish were

This is page number 5 of the minutes of the Community Services and Planning Committee held on Thursday 14 May 2020

Chairman

saved, which will help re-stock the rivers and support the natural ecosystem once the drought breaks.

PLANNING and DEVELOPMENT – report unavailable at time of writing

GWYDIR LEARNING REGION – March and April

Automotive Trade Training Centre (ATTC), Warialda

Heavy Vehicle Training

Discussions have been taking place to consider options for providing Multiple Combination Heavy Vehicle licensing within the GLR Training RTO. GLR Training has the licence to provide the training and has two licenced Trainer / Assessors. The provision is approved by both Transport for NSW and the Australian Skills Quality Authority (ASQA) but the provision of a suitable B-Double vehicle poses a problem. With the registration to provide Heavy Vehicle training under the Smart and Skilled provisions currently held by GLR Training, the opportunity is meritorious.

Five Final Competency Assessments were issued for heavy vehicle training in March and three were issued in April.

Final Competency Assessments	Light Rigid	Medium Rigid	Heavy Rigid
March	1	2	2
April		1	2

Additional training for a Statement of Training was provided under the Smart and Skilled Program during March – one for Heavy Rigid and the other for Heavy Combination truck driving. While both clients completed the program successfully, one client did not gain a licence on the first attempt. Personal circumstances, experiences and abilities differ from client to client and some clients require more tuition to gain their confidence. The Smart and Skilled Program is constrained by set fees for service.

Three clients received their Statement of Attainment for Heavy Rigid Vehicles under the Smart and Skilled Program during April.

Smart and Skilled

Gwydir Shire Council was approved to hold specific short courses under the Smart and Skilled Program. The Smart and Skilled funding allows for free or low cost training to the main focus group of primary producers and others affected by drought, however training is not strictly limited to this demographic.

Currently the five modules provided by Council are truck licencing units.

This is page number 6 of the minutes of the Community Services and Planning Committee held on Thursday 14 May 2020

Chairman

Council may apply for additional courses to be added to the training scope at a later date.

Learner car

Thirteen driver training bookings were completed during March 2020 – nine through ACE Community College with seven of these being located at Glen Innes and two in Inverell. A further four private lessons were conducted during March in Inverell.

ACE Community College suspended all car tuition until further notice due to the Covid-19 restrictions and there has not been any learn to drive requests during April.

Driver training has been suspended due to the current Covid-19 restrictions.

TAFE - Automotive Vocational Preparation Certificate II

Face to face automotive classes have now been suspended by TAFE NSW until further notice. Written work has been sent to students and online sessions are currently being investigated.

Warialda High School classes at the Automotive Trade Training Centre (ATTC) have been suspended by the Warialda High school until further notice.

Community College

The ATTC facilities were being utilised by ACE Community College which has been holding funded welding classes one day a week on Fridays. While suspended in March, the Community College has recommenced classes for April and have been adhering to the required distancing and hygiene practices while conducting classes.

The Living Classroom - TLC

Use of TLC during March and April

The following groups used TLC during March with Covid-19 restrictions enforcing no visitors to TLC during April.

- Clean Up Australia Day were busy cleaning up the verges along Killarney Gap Road fronting TLC (5).
- Inland Rail held a meeting at TLC hosted by Darren Keegan from NSW Department of Premier and Cabinet (19).
- University of the Third Age (U3A) held a Line Dancing class (9).
- Cape Byron Steiner School conducted a Year 7 Camp in Bingara. The group stayed at TLC for three nights followed by two nights at "Garrawilla" with Gwydir River Rides. While based at TLC a Council staff member accompanied the group on a day trip to Sawn Rocks and the Glacial Area and to the Grasstrees at Upper Bingara. The students had to prepare, cook and clean-up for each meal. Their stay included a session in the Roxy where they rehearsed a play they were developing with teacher Ben Daley. The school was delighted with the site, facilities and their visit (29).

This is page number 7 of the minutes of the Community Services and Planning Committee held on Thursday 14 May 2020

Chairman



Cape Byron Steiner School with teacher Ben Daley rehearsing in the Roxy.



Cape Byron Steiner School Year 7 students sketch and draw at Sawn Rocks.



CB Steiner School students cool off with a swim at TLC's Great Lake.

This is page number 8 of the minutes of the Community Services and Planning Committee held on Thursday 14 May 2020

Chairman

- Northern Inland Risk Management meeting (10).
- The Gwydir Learning Region and GLR Training AGM (6).
- Best Start – Year 7 Writing Workshop proceeded with fewer attendees (4).
- Gwydir Ark members planted another 200 Koala Food Trees at TLC (4).
- Council's Parks and Gardens crew have been based at TLC Workshed due to the Covid-19 restrictions (6).
- The following activities planned for TLC in March were cancelled due to the Covid-19 restrictions:

10th – Namoi Unlimited meeting.

18th – Bingara Central School's Indigenous Arts & Crafts Day

26th to 29th – Quilter's Retreat



Gwydir Ark members planting koala food trees at TLC.



Bingara Paramedics Emilia and Josh enjoy a rummage through TLC Kitchen Garden.

This is page number 9 of the minutes of the Community Services and Planning Committee held on Thursday 14 May 2020

Chairman

The annual GLR RTO self-assessment for 2019 was submitted in March.

Rick Hutton was due to visit Gravesend Primary School for a day of kitchen garden work. This was cancelled due to Covid-19 but a tray of forty plants was taken by a Bingara based teacher for the students to proceed with the day.

While the Covid-19 restrictions have abruptly ceased the formal visitor activities at TLC and resulted in many cancellations, the natural systems continue and there have been many projects to attend to.

Mark Everett is assisting at TLC under the Drought Relief Recruitment program. Mark's title is Horticultural Assistant and much of his work has focussed on the Nursery and the food gardens at TLC and propagating plants and produce.

Mark Everett and Rick Hutton have commenced a propagation project to produce a range of herbs and vegetables in 4" pots including Rosemary, Lavender, Sweet Basil, Chillies, Turmeric and Capsicum under a 'The Living Classroom' label.



The Living Classroom produce label sample.

Five varieties of pumpkins have been growing at TLC. A quantity of these has been supplied to the local IGA in exchange for some seeds and tools for use at the site.

Some pumpkins have been offered to members of the public such as the Bingara Garden Club, U3A and Gwydir Ark members in exchange for some volunteered light gardening efforts that they have provided.



Some of the pumpkin harvest at TLC include Jap, Butternut, Jarrahdale and Queensland Blue pumpkins

There is ongoing seasonal opportunity for this production to take place at TLC, much of it as a by-product of school excursions where students are invited to leave a legacy at the site by planting seeds or seedlings.

A site and budget has been prepared for the Bingara Central School's Cattle Club project. This project has resulted from meetings between Council and the school to create a 'cattle feeding and grooming' facility within TLC.

The cattle project will result in a 'feedlot' system within about a half hectare of fenced grounds to the south east of the Nursery. The facility is being funded from the remaining restricted funds that have remained unspent for the Primary Industries Trade Training Centre.

Slashing, mowing and trimming of the grounds between the Classroom and Bunkhouse and Killarney Gap Road has been maintained. Council's Parks and Gardens crew and Mark Everett have tended to this area. The objective is to meet with the Councillors' and the GM's request for this area to be kept tidy. The good autumn rains will help to ensure a reasonable groundcover but the plants will be a mix of annual grasses, forbs and flowering plants endemic to the site. They are not lawn grasses and there will be areas of bare ground remaining.

Unfortunately, the Native Grasses Food Plant Project that TLC entered into with the Sydney University I.A. Watson Grains Research Centre Narrabri, was not successful in gaining Murray-Darling Basin Recovery Grant money. The application was deemed ineligible on a technicality. This is disappointing as the work put in by Dr Angela Pattison and her collaborators was extensive and detailed, and the potential impact of the investigation into the commercial

This is page number 11 of the minutes of the Community Services and Planning Committee held on Thursday 14 May 2020

Chairman

production of native grasses to supplement and augment the bread flour industry is revolutionary.

Another 'leaky dam' has been proposed for the stream within the 'Aussie Farm Dam Makeover' project. The proposal is to utilise the rubble from the soon to be demolished Bingara Pool to create the wall and to 'key and cap' it with clay to create a crossing path linking the 'Paradise Found' Mediterranean Garden with 'Nourish' -the Bush Tucker Garden, and to form a ponded area adjoining the 'Food Forest' area below the Main Dam.

The 'Koala Food Tree' Project being undertaken by the Gwydir Ark Group is a 3.5ha area south of the 'Nourish' project with the purpose of producing a grove of koala food trees and to connect the Bio-links plantings to All Nation's Hill to the endangered Grassy Box Woodland component to the west of the site. Over 1,000 trees have been planted within this project supported by Northern Slopes Landcare Association.

'Biochar' is the result of the pyrolysis of carbon to form a biologically activated charcoal. Following the Carbon Forum held at TLC in 2018 a Contiki type fire pit was built to produce Biochar from time to time. The scrap wood and woodchip from the site along with some horse manure sourced locally will be used to produce Biochar for incorporation into the potting mix in the Nursery and the Raised Mandala Kitchen Gardens at TLC.

The Carbon Farm is the sub-let area of 70ha south of the main area of TLC. It is seeking to commence projects to display options for native pasture renewal and soil carbon sequestration. There is prospect for some of the regeneration activities being undertaken there to be included within TLC. An area of the endangered Grassy Box Woodland has been identified and will be protected.

The re-location of the Bingara Parks and Gardens crew to work out of TLC's Workshed has progressed well. There has been good collaboration with very few issues.

CARAVAN PARKS

While the Warialda and Bingara Caravan Parks have been closed to the public, staff have carried out additional maintenance including gardening, painting of tanks and doors on the amenities, fencing and bathroom repairs. In addition, staff have also taken the opportunity to deep clean all of the cabins and amenities.

All of the trees in the Bingara Caravan Park have been assessed and, where necessary, have been trimmed or removed. The existing stumps have also been ground and removed.

Caravan Park staff have received their flu vaccinations.

SWIMMING POOLS

Both the Bingara and Warialda swimming pool locations continue to be used by some Council outdoor staff as their works depots as implemented due to Covid-19 restrictions.

Season ticket re-imbursement information letters were sent to 2018/2019 and 2019/2020 season ticket holders from Warialda and Bingara swimming pools at the end of April. Patrons will receive a pro rata rate amount via the new Gwydir Gift Card from 'Why Leave Town' Promotions program in the coming weeks.

Council has executed a contract with Beau Corp Projects Pty Ltd for the design and construction of the new 25 metre x 6 lane pool and splash program pool at Bingara. Council staff have started taking down shade sails in readiness for demolition works which will commence over the next two weeks.

CRANKY ROCK

Concrete edging surrounding the playground was repaired on 23 April.

An engineering report regarding the construction and upgrade of the path to the Cranky Rock lookout was received by Council on 29 April.

While the Reserve is closed, the caretaker has been undertaking additional maintenance and gardening.

COUNCIL'S CLEANING CONTRACT

Council continues to work closely with Onescope's staff to ensure all properties that remain open, or still have staff working out of them, are as safe and as clean as possible. This means additional cleaning times for several buildings, including the public amenities that remain open. Soap and hand towel dispensers have been added to several facilities.

PROPERTY MANAGEMENT

Whitfeld Place

Thanks to one of the new residents of Whitfeld Place and Council staff, the gardens have been freshly weeded, mulched and planted out.



Council staff also removed a concrete border of a disused garden bed at Whitfeld Place which will be returned to grass.

This is page number 13 of the minutes of the Community Services and Planning Committee held on Thursday 14 May 2020

Chairman

During this period of social distancing and isolation, Council staff continue to telephone weekly each resident (or their carers) living at Whitfeld Place, the Plunkett Street and Holden Street units and the Bingara Caravan Park, to 'check in', to ensure that they are well and to offer assistance when needed.

Council has been advised that the Roxy Café tenants will be vacating the premises on or before 11 May 2020 after their decision to not sign the formal lease.

Council has also been advised that the purchase of 47 Hope Street, Warialda has settled and the deeds to the property have been transferred to Council.

GOVERNANCE

Declarations of Interest

Declarations of Interest	Pecuniary – significant	Pecuniary – less than significant	Non-Pecuniary – significant	Non-Pecuniary – less than significant
April Meeting	0	1*	0	0

*Cr Young declared a less than significant pecuniary interest as a member of Bingara Sporting Club Board with regard to a Council donation.

Customer Service Requests

Customer Service Requests	Building Services	Technical Services	Town Utilities	Environmental and Sustainability Services	OCD	Total Received	Total Pending as at 31.03.2020
July Received	14	45	19	13	0	91	
July Pending	0	0	0	0	0		0
August Received	15	84	25	24	0	148	
August Pending	0	0	0	0	0		0
Sept Received	15	131	14	19	0	179	
Sept Pending	0	0		0	0		0
October Received	17	98	10	13	0	138	
October Pending	0	0	0	0	0		0

This is page number 14 of the minutes of the Community Services and Planning Committee held on Thursday 14 May 2020

Chairman

Community Services and Planning Committee - 14 May 2020 **Gwydir Shire Council**

Nov Received	3	121	18	1	0	143	
Nov Pending	1	0	1	0	0		2
Dec received	19	135	11	6	4	175	
Dec pending	0	0	0	1	0		1
January received	16	90	23	22	0	151	
January pending	0	0	0	4	0		4
February received	20	52	21	21	0	114	
February pending	0	2	2	3	0		7
March Received	15	34	32	25	0	106	
March Pending	2	3	8	5	0		18
April Received	6	22	10	21	0	59	
April Pending	0	7	3	8	0		18
Total Requests						1304	
Total Pending							50

OFFICER RECOMMENDATION

THAT the monthly Executive Report for April 2020 be received

ATTACHMENTS

There are no attachments for this report.

COMMITTEE RECOMMENDATION TO COUNCIL:

**THAT the monthly Executive Report for April 2020 be received
(Moved Cr D Coulton, seconded Cr Smith)**

This is page number 15 of the minutes of the Community Services and Planning Committee held on Thursday 14 May 2020

Chairman

**Item 2 Monthly Organisation and Community Development
Report for April 2020**

FILE REFERENCE

DELIVERY PROGRAM

GOAL: 5. Organisational Management

OUTCOME: 5.1 CORPORATE MANAGEMENT

STRATEGY: 5.1.3 Administrative functions - GM - internal

AUTHOR Organisation Development Director

STAFF DISCLOSURE OF INTEREST Nil

IN BRIEF/ SUMMARY RECOMMENDATION

The monthly Organisation and Community Development report details the activities carried out by the Department during April 2020.

BACKGROUND

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

WORK HEALTH AND SAFETY

WHS Performance

A pleasing WHS result was achieved in April. Zero incidents were recorded throughout the month and all employees returned back to normal duties.

A decrease in lead indicator performance occurred which was predicted due to the significant number of Covid-19 Toolbox Talks held during March.

Zero incidents and zero lost-time injuries had a positive effect on Council's Lost Time Injury Rate (LTIFR) and Total Recordable Injury Frequency Rate (TRIFR). In light of April's performance, Council's year to date LTIFR and TRIFR rates reduced by 10% and our drive for continuous improvement in WHS performance remains a focus.

Risk

The Crisis Management Team is monitoring the Covid-19 situation and is responding to the pandemic as required.

APRIL 2020		
Organisational Lead and Lag Indicator Snapshot		
Lead Indicators	Current Month	Total (from 1 July 2019)
Number of Hazards Reported	0	1
Number of Near Misses Reported	0	1
Number of Workplace Verifications	1	44
Number of Tool Box / Safety Meetings / Training	12	119
TOTAL	13	152
Lag Indicators	Current Month	Total (from 1 July 2019)
Number of Incidents	0	48
Number of First Aid Treatments (FAT)	0	5
Number of Medical Treatment Injuries (MTI)	0	6
Number of Lost Time Injuries (LTI)	0	17
Working Days Lost Due to Injuries	0	332
Working Days Restricted Duties	2	87
Number of Employees	199	~228
Total Hours Worked	19,902	216,898
Total Lost Time Injury Frequency Rate (LTIFR)	0	78.378
Total Recordable Injury Frequency Rate (TRIFR)	0	106.041

The Monthly Safety Report for April is at Attachment 1

AGED CARE SERVICES

Naroo Aged Care Facility, Warialda

While Naroo is in lock down, signs are displayed to remind the community of the faces that are within their home at Naroo and we are all one family.



Naroo Occupancy: 36

Naroo Staff: Staff shifts are set as required to meet resident's needs.

Naroo Meetings: A Resident meeting was held on 14 and 24 April 2020.

An all staff meeting was held on 15 April 2020.

Staff Training: The launch of Naroo staff online learning with Altura has been a great success. This online education package will support and enhance the services that Naroo provides ensuring they are high quality, compliant, safe and consistent. Staff courses held in April included:

This is page number 17 of the minutes of the Community Services and Planning Committee held on Thursday 14 May 2020

Chairman

Teamwork: Communication
WHS: Safe Manual Handling
Covid-19 – Infection Control Training
A Guide to Safe Food Handling

National Aged Care Pilot: The National Aged Care Quality Indicator (QI) Program became mandatory from 1 July 2019 for all subsidised residential aged care services.

The objectives of the Qi Program are:

- for providers to have robust, valid data to measure and monitor their performance and support continuous quality improvement; and
- over time, to give consumers transparent, comparable information about quality in aged care to aid decision making.

The first Pilot Cycle reports and comparative performance is as follows:

NAROO Quality Indicator Cycle 1 Report			
QI Domain	QI Reporting Data	Your score	National Average
Pressure Injuries	Percentage of care recipients with one or more pressure injuries	24.24%	6.41%
	Percentage of care recipients with Stage 1 Pressure Injury	9.09%	3.47%
	Percentage of care recipients with Stage 2 Pressure Injury	15.15%	2.28%
	Percentage of care recipients with Stage 3 Pressure Injury	3.03%	0.46%
	Percentage of care recipients with Stage 4 Pressure Injury	3.03%	0.21%
	Percentage of care recipients with Unstageable Pressure Injury	0%	0.14%
	Percentage of care recipients with Suspected Deep-Tissue Injury	0%	0.23%
	Percentage of care recipients who acquired one or more pressure injuries outside of the service in the past 3 months	9.09%	1.06%
	Percentage of care recipients who acquired Stage 1 Pressure Injuries outside of the service in the past 3 months	3.03%	0.44%
	Percentage of care recipients who acquired Stage 2 Pressure Injuries outside of the service in the past 3 months	6.06%	0.42%
	Percentage of care recipients who acquired Stage 3 Pressure Injuries outside of the service in the past 3 months	0%	0.09%
	Percentage of care recipients who acquired Stage 4 Pressure Injuries outside of the service in the past 3 months	3.03%	0.16%
	Percentage of care recipients who acquired Unstageable Pressure Injuries outside of the service in the past 3 months	0%	0.05%
	Percentage of care recipients who acquired Suspected Deep-Tissue Injury outside of the service in the past 3 months	0%	0.02%
Use of Physical Restraint	Percentage of care recipients who were physically restrained	22.22%	29.95%
	Percentage of care recipients who were physically restrained only by the use of a secure area	16.67%	19.12%
Unplanned Weight Loss	Percentage of care recipients who experienced significant unplanned weight loss (5% or more)	2.86%	3.55%
	Percentage of care recipients who experienced consecutive unplanned weight loss	34.29%	6.91%
Falls and Fractures	Percentage of care recipients who experienced one or more falls	8.57%	27.97%
	Percentage of care recipients who experienced one or more falls resulting in major injury	0%	2.04%
Medication Management	Percentage of care recipients who were prescribed nine or more medications	36.11%	44.71%
	Percentage of care recipients who received an antipsychotic medication	30.56%	21.12%
	Percentage of care recipients who received an antipsychotic medication for a diagnosed condition of psychosis	16.67%	13.78%

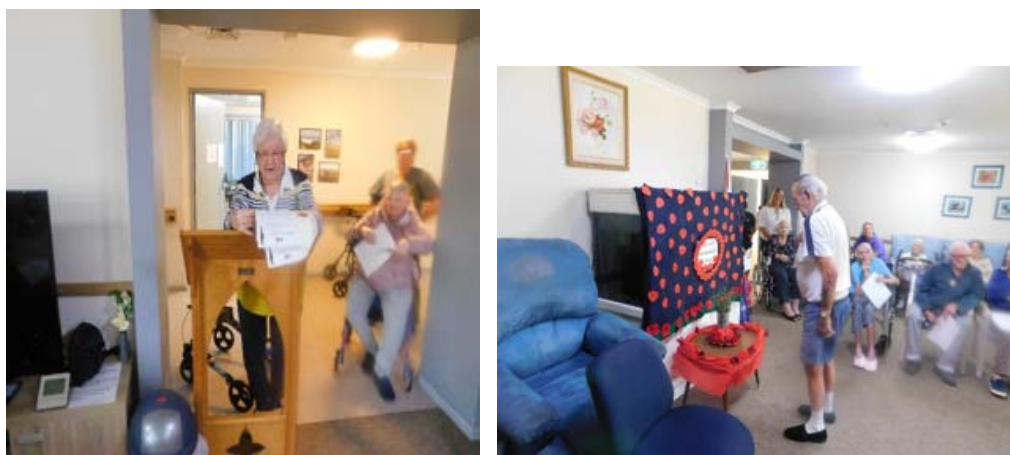
Activities at Naroo

With Anzac day in April, residents and staff worked together to prepare for the day by creating a wreath and holding a bbq lunch. This was a time of reflection and to remember those who have served and sacrificed. One of Naroo's resident war heroes led the procession to honour all those who served and their families.



This is page number 18 of the minutes of the Community Services and Planning Committee held on Thursday 14 May 2020

Chairman



Naroo remembers Anzac Day

Quality Report

The results for the Naroo April Quality Report are:

- Behaviours – 4
- Resident found on floor – 6
- Medication errors staff – 7
- Skin tears – 2
- Slip/Trip or fall – 2

Gwydir Shire Commonwealth Home Support Program (CHSP) Summary Warialda and Delungra statistics for March and April

	DELUNGRA		WARIALDA	
	Mar	Apr	Mar	Apr
DAY CENTRE				
Total active clients	23	21	91	97
Clients receiving service	10	0	41	11
Total meals	15	0	70	0
Hrs clients receive in Centre	45	0	143	53
SOCIAL SUPPORT				
No of clients	10		39	11
Individual hrs	0	0	34	53
Group hrs	45	0	109	0
Total hours received	45	0	143	53
FOOD SERVICE (Meals on Wheels)				
Clients	0		3	5
Meals	0		56	96

This is page number 19 of the minutes of the Community Services and Planning Committee held on Thursday 14 May 2020

Chairman

TRANSPORT				
Number of clients	6	0	14	5
Number of trips	10		32	14
TRANSPORT - YOUTH				
Number of clients	0	0	0	0
Number of trips	0	0	0	0
ACCESS BUS - INVERELL				
Number of clients	1		6	0
Number of trips (per month)	2	0	2	0
VOLUNTEERS				
No of volunteers for the month	4		35	5
Monthly volunteer hours	6		175	51
ACCOMMODATION UNITS FOR AGED				
Occupancy	0	0	13/13	13/13

The Covid-19 restrictions have had a profound effect on the CHSP services with transport now used for medical appointments only and day centres having ceased all activities. Meals on Wheels clients are still receiving meals with volunteers following Covid-19 hospital procedures when collecting meals for delivery.

Administrative staff have had the opportunity to update files, update police checks for volunteers and reviewing care plans for all clients.

Bingara centre has gained meals on wheels clients due to another service provided ceasing their service. New clients have been entered into the system, staff are delivering meals on wheels and labelling food containers and completing menu selection for clients.

Warialda staff have been helping with activities at Naroo of an afternoon.

GWYDIR LIBRARIES BRANCH - activities for April 2020

During Covid-19 restrictions, Gwydir libraries have offered click and collect for members. Bingara Street Library has proven to be very popular with residents taking items to read daily. Willoughby library donated items to Gwydir libraries with the plan to place a deposit station library in each village; this will go ahead once Covid-19 has cleared. The Regional Library Manager has offered deleted and duplicate stock from Central Northern Regional Library collection. The items will be changed to GSC bulk loans and remain barcoded enabling Council to gather statistics.

Warialda street library has been available from April 7 with stock from Bingara being delivered via the Central Northern Regional Library courier.

This is page number 20 of the minutes of the Community Services and Planning Committee held on Thursday 14 May 2020

Chairman

Statistics

	Bingara	Warialda
Door Count	1451	339
PC usage	155	79
WIFI usage	285	164
New membership	18	2
Loans	684	368

Bingara	total programs	attendees
adult	5	26
kids	12	235
be connected tech	4	12
Community	10	388
Total	21	661

Warialda	total programs	attendees
adult	6	14
Kids programs	5	41
Be connected	1	1
Community		
Total	12	56

Outreach

Sessions	Bingara Sessions	Warialda sessions	Attendees/ Total
personal home delivery	4	8	
aged care hostel delivery	2	0	
nursing home delivery	0	1	
Golden oldie craft Touriandi	1		12
Golden oldie craft Naroo		1	6
Library branch promotions	4		
Outreach Bingara	6		
Outreach Warialda			
Total	17	10	18

This is page number 21 of the minutes of the Community Services and Planning Committee held on Thursday 14 May 2020

Chairman

VISITOR INFORMATION CENTRES

Both Visitor Information Centres were closed for the month of April. Staff continued to respond to telephone and email enquiries during April, although enquiries were greatly reduced.

Staff had the opportunity to undertake an assessment of stocks, merchandise and brochures.

Council's Building Maintenance staff undertook maintenance repairs and painting in the Bingara VIC and new carpet is to be installed in early May.

SOCIAL SERVICES – April 2020

Bingara Neighbourhood Centre

Funding body – Family and Community Services

Bingara Neighbourhood Centre continued to provide assistance with the new round of drought assistance through the Salvation Army. Face to face service remains terminated. The Neighbourhood Centre continues to provide support via email and phone services only.

Centrelink

Due to current Covid-19 restrictions, the Bingara Centrelink Agency has remained a self-service access point during April. Customers that use the service require the assistance of the agent, assistance has started to be available in a limited capacity maintaining the social distancing guidelines, and with extra precautions in place.

Be Connected (Broadband for Seniors)

Closed due to Covid-19 restrictions

Youth Service

Funding body – Family and Community Services

Youth Council

Due to Covid-19 the Youth Council has not had a formal meeting during April. There have been group conversations on the Youth Council chat group. The Gwydir Youth challenge due to be held on 18 April to celebrate Youth Week was postponed until Covid-19 restrictions are lifted.

The Youth Council launched a “My Life Through A Lens” challenge throughout the April school holidays. This photographic competition was open for all ages with the aim of the challenge to give everyone something fun to do during these trying times. It was an open-ended activity which could be done solely or by getting the whole family involved.

Forty 40 participants competed in the 17 day challenge with four categories, however there were 70 members of the group who were viewing the photos. Comments on the photos kept people communicating through the stay at home restrictions and shared an insight to what everyone was up to during the break.

The categories and winners for each were:

This is page number 22 of the minutes of the Community Services and Planning Committee held on Thursday 14 May 2020

Chairman

“Catch the Easter Bunny in Action” – winner Jimara Fernando

“Recreate a Famous Painting” – winner Blair Johnson

“Disney Dinner Party” – winner Harriett Webber

“Anzac Day, how we will remember them” – Cherylalee Brooks

The judges decided to add a prize for a photo that captured the essence of the task in the most creative way. This was won by Zoe Allen for her “Upside Down” photo.

Overall, it was a great success with much positive feedback received. The Youth Council intends to hold another photographic completion later in the year.



Winner of “The Easter Bunny in Action” – Jimara Fernando



Winner of the “Recreate a Famous Painting” – Blair Johnson

This is page number 23 of the minutes of the Community Services and Planning Committee held on Thursday 14 May 2020

Chairman



Winner of the "Disney Dinner Party" – Harriet Webber



Winner of "Anzac Day, how we will remember them" – Cherylalee Brooks



Winner of the most creative – "Upside Down" – Zoe Allen

This is page number 24 of the minutes of the Community Services and Planning Committee held on Thursday 14 May 2020

Chairman

Youth Mentoring Program

Month	Number of participants
February	4
March	2
April	3

The Youth mentoring program has been assisting young people with Centrelink, Medicare, behaviour management, and license applications. With current Covid-19 restrictions, driving tests have been cancelled until further notice.

With current restrictions in place communication has been by phone.

Bingara Toy Library

*Funding body – Early Childhood Education and Care Directorate
NSW Department of Education and Communities*

The service was closed due to Covid-19 restrictions. The building remained closed to the public throughout April.

Staff remained working in the building washing toys, resources, furniture covers, surfaces and desk areas. All toys were washed, had bags replaced where necessary and then covered with plastic sheeting to keep dust-free. All necessary paperwork was completed and staff are continuing to enter all documents into Council's record keeping system.

Families were contacted via email on days the service was attended by staff providing them with links, updates of closures within the community and letting them know that staff were available for support over the telephone.

Numerous links to recipes, sites, uplifting quotes and Gwydir Shire announcements were posted on the Toy Library Facebook page during the month also.

Staff contacted each family by telephone to keep in touch and made packs of activities for families to collect from the front steps, receive in the mail or be delivered by staff on the way home for the children while services are limited or closed.

Supported Playgroup Development Worker

Funding body – Family and Community Services

The Warialda Toy library and all Gwydir Shire Council playgroup services have been suspended since 17 March 2020 due to Covid-19 in accordance with the recommendation made by the Australian Health Principal Committee.

During this time, staff have been required to undergo various administrative and cleaning duties, while ensuring support and contact to families be maintained throughout this period.

This is page number 25 of the minutes of the Community Services and Planning Committee held on Thursday 14 May 2020

Chairman

Bingara Preschool

*Funding body - Early Childhood Education and Care Directorate
NSW Department of Education and Communities*

The Bingara Preschool remains open during the Covid-19 restrictions as recommended by NSW Health. The Preschool is only providing care for children whose family has no other care option. The Preschool has six (6) children attending the service. These arrangements will be in place for Week 1 and Week 2 of Term 2 and will then be reassessed.

Bingara Preschool hopes to offer 1 day per week to each child (other than the children currently attending) from Week 3. This is in line with current Department of Education recommendations and procedures.

Online and Extra Support: The Bingara Preschool staff have facilitated and sent two activity packs out to all families during the month of April. These activity packs were filled with play ideas, recipes, craft and fine motor activities.

Bingara Preschool staff have also been keeping in touch with the children and their families through Facebook, email and phone conversations. The Bingara Preschool Facebook page has had numerous posts about musical activities, songs, recipes, dances and storytelling links during April.

The staff at Bingara Preschool will continue to offer a face-to-face program as well as the ongoing support to families who are at home during this time.

Tharawonga Mobile Resource Unit

*Funding body – Department of Education | Department of Employment
Australian Government*

Day	Venue	2-3yo	3-5yo	Transition to school	Total In Attendance
Monday	Yetman	0	5	2	5
Tuesday	North Star	3	10	3	13
Wednesday	Yallaroi	0	4	1	4
Thursday	North Star	2	8	3	10
Thursday	Gravesend	4	9	5	13
Friday	Gravesend	4	9	4	13
Friday	Crooble	1	5	1	6

Tharawonga staff were quick to respond when told that from 30 March staff would not be able to physically service our communities due to Covid-19 restrictions.

Staff set about making postal packages of interesting craft ideas for children which were mailed out. Group leaders made a video of how to use the craft packages to assist parents and this was posted onto the closed group Tharawonga Facebook page.

This is page number 26 of the minutes of the Community Services and Planning Committee held on Thursday 14 May 2020

Chairman

Group leaders downloaded the Houseparty app onto their work phones so that they could talk to groups of children simultaneously. This worked well as it allowed children to see each other and their teachers after being isolated from their friends and not really understanding why. Group leaders read books to each child, sang songs and asked the children about their activities since the last time that they had communicated.

Parents were encouraged to film children playing with pets and send the videos to the closed group Tharawonga Facebook page. Videos of pet chooks, puppies and dogs emerged but the most liked video was of a goat eating fruit at one of the group leader's farms.

Chook, Chick and Cackles: As publishing companies require authorisation to read books online and the process can take up to six weeks, staff were unsure how to get authorisation quickly. A local Inverell author, who has written a series of books called *Chook, Chick and Cackles*, came to the rescue. The author allowed us to not only read her book series online but also made videos of herself reading the books and posted them onto the Facebook page.

Life Skills: Staff are always looking to improve children's life skills. Some cooking videos have been made with simple ingredients that hopefully most parents will have in their cupboard. Staff are hoping that the parents will follow these recipes with children to gain bonding over food, improve measuring and mathematical skills and learn to follow verbal instructions.

Gardening tips with growing vegetables from scraps were also put out to families as a challenge to grow their own food. The aim is for each household to become more self-sustainable. Setting chickens were followed through for the children to meet the newly hatched chickens and videos also made of eggs going into an incubator.

Term 2: Preschool returned to Yetman on 27 April and staff will be working from the school as usual. As numbers will be small, staff intend to make craft videos with children's participation. It is anticipated that numbers of children in attendance will increase as social isolation restrictions are lifted. The package to be sent early May is full of Mother's Day Craft for children to make for the first Sunday in May.

A nurse from Hunter New England Health is booked to vaccinate the children at each centre, starting with Crooble on 8 May and Yallaroi on 11 May.

CONSULTATION

Consultation has occurred within the Organisation and Community Development Directorate.

POLICY IMPLICATIONS

Policy implications are those relating to the 2019/2020 Operational Plan and the Policies of Gwydir Shire Council.

FINANCIAL, ECONOMIC and RESOURCE IMPLICATIONS (including Asset Management)

The activities carried out by the Organisation and Community Development Department are in line with the 2019/2020 Operational Plan.

SUSTAINABILITY IMPLICATIONS (Social and Environment)

The activities undertaken by the Organisation and Community Development Department regarding social and environmental factors are targeted in line with the 2019/2020 Operational Plan.

OFFICER RECOMMENDATION

THAT the monthly Organisation and Community Development report for April 2020 be received

ATTACHMENTS

AT- Monthly Safety Report for April 2020

COMMITTEE RECOMMENDATION TO COUNCIL:

THAT the monthly Organisation and Community Development report for April 2020 be received.

(Moved Cr Dixon OAM, seconded Cr Young)

Attach 1 - WHS REPORT



Department	Department Lead Indicators				Total (Financial Year)			
	Hazards Reported	Near Miss Reported	Current Month Workplace Verifications	Toolbox/Safety Meetings/Training	Hazards Reported	Near Miss Reported	Workplace Verifications	Toolbox/Safety Meetings/Training
Social Services				1				8
Naroom and Aged Services				1				8
Community Assets				1			2	8
Finance				1				8
People and Culture				1				8
IT and Business Improvement				1				8
Marketing and Economic Development				1				8
Safety, Risk & Procurement				1			2	8
Planning and Environment				1			3	10
Building Services				1	1		12	10
Utilities				1			9	20
Engineering Services			1	1		1	16	12
TOTAL	0	0	1	12	1	1	44	116

Department Lag Indicators								
Department	Current Month				Total (Financial Year)			
	Incidents Reported	First Aid Treatments	Medical Treatment Injuries	Lost Time Injuries	Incidents Reported	First Aid Treatments	Medical Treatment Injuries	Lost Time Injuries
Social Services					3	2		1
Naroom and Aged Services					11		1	4
Community Assets					2		2(external)	
Finance					1			
People and Culture					1			
IT and Business Improvement								
Marketing and Economic Development								
Safety, Risk & Procurement								
Planning and Environment					6	1	1	2
Building Services					4		1	1
Utilities					9	1	1	4
Engineering Services					15	1		5
TOTAL	0	0	0	0	52	5	6	17

This is page number 30 of the minutes of the Community Services and Planning Committee held on Thursday 14 May 2020

Chairman

Department Incident Investigation and Action Statistics										
Department	Current Month				Total (Financial Year)					
	Incident Type	Severity	Investigation Status	Corrective Action Status	Investigation Open	Investigation Overdue	Investigations Closed	Actions Scheduled/ In Progress	Actions Overdue	Actions Closed
Social Services						1	2			
Narooma and Aged Services							9			4
Community Assets						2				
Finance							1			
People and Culture							1			
IT and Business Improvement										
Marketing and Economic Development										
Safety, Risk & Procurement									3	5
Planning and Environment							6			
Building Services							4			1
Utilities						2	5		2	7
Engineering Services						3	13		5	6
TOTAL	0		0		0	8	41	0	10	23
Commentary										

Item 3 NSW Farmers Correspondence

FILE REFERENCE

DELIVERY PROGRAM

GOAL: 5. Organisational Management

OUTCOME: 5.1 CORPORATE MANAGEMENT

STRATEGY: 5.1.1 Financial management and accountability systems - CFO - internal

AUTHOR General Manager

STAFF DISCLOSURE OF INTEREST Nil

This report is for information.

TABLED ITEMS Nil

BACKGROUND

The Council has received the attached letter requesting that the Council consider its content when setting the 2020/21 rates.

COMMENT

The correspondence specifically mentioned specifically the potentially detrimental impact of the recent revaluation on rural rates. The two main points mentioned in the letter were rating categories and the impact of the base amount.

Rating Subcategories

The Council already separate out its rating categories to make it more equitable using the ad valorem rates. The Farmland Rate is almost 4 times less than the ad valorem rate of residential customers and 10 times less than the ad valorem rate of business properties.

Base amount

The Council also utilise difference base amounts for difference rating categories to further spread the yields as outlined below.

At the last significant rating review as part of the Special Rate Variation process it was resolved that the rates' breakup be set as:

Farmland Rates	80%
Residential Rates	16%
Business Rates	4%

This was a reduction in the burden carried by the Farmland Rate and considered an equitable sharing of the overall burden.

This is page number 32 of the minutes of the Community Services and Planning Committee held on Thursday 14 May 2020

Chairman

RATING STRUCTURE

G W Y D I R
SHIRE COUNCIL

Notional Yield

Ordinary General Rates under section 494 of the Local Government Act 1993

Diff	Category	Sub-Category	# Prop	Ad Valorem	Base Amount	Percentage of Revenue raised from Base Levy	Estimated Total Yield
10	Farmland	Intensive	2	0.0068650	750	3.98%	\$37,678.54
1	Farmland	Ordinary	1142	0.0041960	300	4.55%	\$6,224,084.67
4	Business	Ordinary	81	0.0412782	300	23.48%	\$103,494.25
8	Business	Business Bingara Urban	57	0.0350035	300	14.99%	\$114,097.93
3	Business	Business Warialda Urban	69	0.0406459	300	21.68%	\$95,495.98
6	Residential	Rural Residential S/H	184	0.0098066	225	27.02%	\$153,322.43
5	Residential	Residential Village	278	0.0711691	150	35.06%	\$118,932.81
9	Residential	Ordinary-Rural Res	40	0.0187678	150	31.14%	\$19,268.24
7	Residential	Bingara Residential Urban	674	0.0145443	225	26.14%	\$580,255.09
2	Residential	Warialda Residential Urban	550	0.0218674	225	32.51%	\$380,674.07
			3,077				\$ 7,827,204.02

OFFICER RECOMMENDATION

THAT the correspondence and report be received

ATTACHMENTS

AT- Correspondence

COMMITTEE RECOMMENDATION TO COUNCIL:

THAT the correspondence and report be received.

(Moved Cr Young, seconded Cr Dixon OAM)



29 April 2020

Attn: General Manager

Mr Max Eastcott
Gwydir Shire Council
Locked Bag 5
BINGARA NSW 2404

Dear Mayor Coulton and Councillors,

RE: Land valuation and rating impacts on farmers

NSW Farmer's Association understands that landholders are currently receiving notification of new land valuations that have recently been undertaken across New South Wales.

Our members have raised concerns that this will likely result in an increase to their local government rates at a time when they are already struggling with the effects of drought, COVID-19, and in many regions, the recent bushfires.

It has come to our attention that different councils across New South Wales set substantially different ad valorem rates, and that councils vary in their utilisation of a base rate, if at all.

For farmers, local government rates are an ever-increasing and unpredictable cost.

As councils are considering these new land valuations and rate settings for the coming year, we write to remind you of the unique nature of the farming business and associated challenges, and that land value does not directly correlate to wealth or ability to pay.

Farmers often require large areas of land to carry out their business operations. When compared to other businesses, for example a plumber or a hardware store in town, farmers contribute a significant proportion of rates in regional areas. Farmers do not derive any additional benefits or place further pressure on council infrastructure and services in return for this higher contribution to the rating pool.

The inequity of this situation can be intensified where farmland values are higher due to proximity to a regional centre or increased land or property sales in an area. This has no bearing on a farmer's ability to increase their income.

NSW Farmers understands that in accordance with the *Local Government Act 1993* (NSW), a rate may consist of an ad valorem amount (a variable charge set as a proportion of the land value) or a base amount to which an ad valorem amount is added. We further understand that while there is no restriction on the proportion of revenue that can be generated from ad valorem amounts, the revenue generated from the base amount cannot exceed 50 per cent.

We ask that you consider the potential impact of increased land valuations and potential rate increases on farmers. We request you consider greater utilisation of:

- Existing rating subcategories. Creating or further utilising rating subcategories could assist in addressing inconsistency in land valuations within a category. This could assist in levelling rate increases across the farmland sector to promote fair and equitable rating. This would apply any rate increases more evenly across the farmland sector, rather than landholders with particularly high land valuation increases, such as near regional centres, experiencing dramatic rate increases.

NSW Farmers' Association

ABN 31 000 004 651 PO Box 459 St Leonards NSW 1590 Level 4 154 Pacific Highway St Leonards NSW 2065
Member Service Centre 1300 794 000 T 02 9478 1000 F 02 8282 4500 www.nswfarmers.org.au

This is page number 34 of the minutes of the Community Services and Planning Committee held on Thursday 14 May 2020

Chairman

- A base amount. This is an optional way to recover rating revenue, and we encourage councils to use it as a fair and equitable way to recover at least 30 percent of general rate income. We recommend a base amount of approximately 45 percent for residential ratepayers to account for their increased access to and utilisation of services and amenities. For the farming sector, we suggest a smaller base amount to reflect their reduced utilisation and access to these services.

Whilst we acknowledge councils are currently constrained by a 50 percent maximum base amount, it is NSW Farmers Association Policy to support a gradual increase of up to 70 percent general rate income recovery through a base amount. This would reduce the proportion of rates recovered through ad valorem rating, in turn reducing the rating burden on those with higher land values and larger landholdings which are not proportionate to their access to services. This would more fairly distribute the revenue generation across all ratepayers and achieve a better balance between the "benefit" and "ability to pay" principles.

Should your Council be in a position to share any relevant information regarding your Council's Rate setting strategy we would appreciate this being forwarded to Renee Austin at austinr@nswfarmers.org.au.

Yours sincerely,



Peter Wilson
Chair,
Business, Economics & Trade Committee

NSW Farmers' Association

ABN 31 000 004 651 PO Box 459 St Leonards NSW 1590 Level 4 154 Pacific Highway St Leonards NSW 2065
Member Service Centre 1300 794 000 T 02 9478 1000 F 02 8282 4500 www.nswfarmers.org.au

This is page number 35 of the minutes of the Community Services and Planning Committee held on Thursday 14 May 2020

Chairman

Item 4 Correspondence - Resilience NSW

FILE REFERENCE

DELIVERY PROGRAM

GOAL: 1. A healthy and cohesive community

OUTCOME: 2.1 OUR ECONOMY IS GROWING AND SUPPORTED

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

AUTHOR General Manager

COMMENT

Council has received a letter from the newly appointed Commissioner of Resilience NSW, Mr Shane Fitzsimmons.

Resilience NSW is a newly formed agency responsible for disaster preparedness and recovery for NSW, especially in the wake of bushfires, drought and the current Covid-19 crisis.

The Commissioner's letter is attached.

OFFICER RECOMMENDATION

THAT the report be received and the correspondence noted

ATTACHMENTS

AT- Letter from Resilience NSW

COMMITTEE RECOMMENDATION TO COUNCIL:

THAT the report be received and the correspondence noted.

(Moved Cr Young, seconded Cr Dick)



Resilience
NSW

Dear Mayor,

On 6 April 2020, the Premier announced the formation of a new agency called Resilience NSW. I am writing to you in my capacity as Commissioner for Resilience NSW, a role I feel privileged to take on.

Resilience NSW will be responsible for disaster preparedness and recovery for NSW, especially in the wake of the bushfires, drought and current COVID-19 health crisis. Through Resilience NSW we will redouble our efforts to prevent, prepare and recover from any crisis which impacts NSW.

I am keenly aware that effective recovery is community and locally led, and I look forward to establishing Resilience NSW as a valued partner to support and facilitate recovery alongside you and your communities.

I acknowledge that recovery is challenging at the best of times, even more so in the current COVID-19 environment. As we work to keep people safe during the pandemic, we've got people feeling isolated, which goes against the very grain of how most of us interact as a social community. In my experience good recovery includes the coming together of people. We need to innovate to find ways to stay connected even when it's not physically possible to do so.

COVID-19 may have changed the way we do things, but it hasn't changed our priority to protect and support the people of NSW. Recovery from last summer's bushfires is continuing, and work is always being done to prepare communities for not only future bushfires, but disasters of any kind. It is only the method of communication that has changed, with online, one-to-one contact and phone calls the main ways the program is being delivered in the current environment.

The NSW community has shown extraordinary resilience in the face of many disasters. We know the next six months and beyond will be challenging. There is a great deal of work ahead. I would like to assure you that the transition from the Office of Emergency Management into Resilience NSW will be a smooth one and will not interrupt that work, rather it will strengthen it as we work together to help keep New South Wales safe and supported.

While leaving the fire service was a hard decision, I am very much looking forward to working with you to continue to make a meaningful difference in this new role.

Please feel free to reach out to me or the team to discuss any matters, or to highlight additional ways we can support you during this challenging time.

Yours Sincerely,

A blue ink handwritten signature, appearing to read "Shane", followed by a long horizontal flourish.

Shane Fitzsimmons
Commissioner of Resilience NSW

1/05/2020

Cr Marilyn Dixon OAM

Bingara Street Bins

Cr Dixon OAM requested an update as to when the new street bins would be placed out in the street. The meeting was advised that this information will be obtained and forwarded to the Councillors.

Cr Geoff Smith

Aonious' Report

Cr Smith requested an update as to when this report may be received from the consultants. The meeting was advised that the consultant wants to deliver the report in person and this has been delayed due to the Covid 19 restrictions. Now that the restrictions are being relaxed the matter will be reassessed and a firm date set for the presentation.

Cr Geoff Smith

47 Hope Street Warialda

Cr Smith requested an update on the proposed use for this facility. The meeting was advised that it has been nominated as the Youth Hub for the Shire.

Cr Jim Moore

Warialda CBD Issues

Cr Moore requested that the rubbish bin outside the Bakery be repaired and that the owners of the former Commercial Tavern be requested to tidy up the site, which is looking particularly untidy.

Cr Jim Moore

Return and Earn Scheme

Cr Moore requested advice as to when the Return and Earn Scheme will recommence at the Warialda Tip. The meeting was advised that no date has been set for the service to resume and is subject to an improvement in the Covid 19 situation.

Cr Stuart Dick

Gwydir Highway and Stephen Street Intersection

Cr Dick advised the meeting that he received a complaint about B-Doubles turning at this intersection and a resulting accident that

This is page number 38 of the minutes of the Community Services and Planning Committee held on Thursday 14 May 2020

Chairman

occurred recently. The meeting was advised that this unfortunate situation will continue until the by-pass is opened, which may not be until December 2021 due to the need to resolve the Federal Aboriginal Land Claim in the Federal Court. The alternative is to open the southern part of the by-pass but this would cause an issue with the Gragin Road residents.

Cr Tiffany Galvin

Drive way opposite the entrance to the Bingara Sewerage Treatment Works

Cr Galvin advise the meeting that she has been approached concerning this issue and she was advised to refer the resident onto My Eddy, who would be able to assist him.

Cr Tiffany Galvin

Roxy Cafe Opportunities

Cr Galvin requested that she be included in any future discussions concerning the use of the Roxy Café. All the other Councillors expressed a similar desire to be included. The meeting was advised that this will be arranged.

Cr Frances Young

Derelict House on the outskirts of Bingara

Cr Young requested an update on the required demolition of this property and the fact that it is infested with green cestrum. The meeting was advised that the demolition is being held up due to the family's inability to come to Bingara at present due to the Covid 19 restrictions.

Cr Frances Young

Truck Rest Area north of Bingara at Delungra Road Intersection

Cr Young requested that this area be inspected and be cleaned up as required. The meeting was advised that this will be undertaken.

Meeting closed 11.15 am