



G W Y D I R
SHIRE COUNCIL

NOTICE OF MEETING

NOTICE is hereby given that an **Ordinary Meeting of Gwydir Shire Council** will be held in the Roxy Meeting Room, Bingara, on **Thursday 26 November 2020** (commencing at **9.00am**) to discuss the items listed in the Agenda.

Your attendance is respectfully requested.

Yours faithfully,

Max Eastcott
General Manager

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GWYDIR SHIRE COUNCIL

BUSINESS PAPER

AGENDA

**ORDINARY MEETING November 26, 2020
9.00am**

OFFICIAL OPENING AND WELCOME – MAYOR

APOLOGIES

CONFIRMATION OF THE MINUTES

RECOMMENDATION:

THAT the Minutes of the Ordinary Meeting held on Thursday, October 29, 2020 as circulated be taken as read and CONFIRMED.

THAT the Minutes of the Confidential Ordinary Meeting held on Thursday, October 29, 2020 as circulated be taken as read and CONFIRMED.

PRESENTATION – Warialda Chamber of Commerce – Thomas Smith

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

COMMITTEE OF THE WHOLE - CONFIDENTIAL ITEMS

1. Warialda Truck Wash

It is recommended that the Council resolve into Committee of the Whole with the press and public excluded to allow consideration of this item, as provided for under Section 10A(2) (g) of the Local Government Act, 1993, on the grounds that the report contains advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege.

2. Closed - Monthly Organisation and Community Services Report for October 2020

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

MAYORAL MINUTE (If any)

DEFERRED ITEMS – Nil

OFFICERS' REPORTS (As listed)

COMMITTEE OF THE WHOLE – OPEN

Councillors' Reports

Item 1 Councillors' Activity Report for October 2020**DELIVERY PROGRAM****GOAL: 4. Proactive Regional and Local Leadership****OUTCOME: 4.1 WE ARE AN ENGAGED & CONNECTED COMMUNITY****STRATEGY: 4.1.2 Enable broad, rich and meaningful engagement to occur - GM - external**

The Councillors' activity schedule for October 2020 is outlined below:

October, 2020		
Councillor	Event	Date
Cr J Coulton (Mayor)	September ARIC meeting - Bingara	1 st Oct.
	Namoi Unlimited Board meeting - Tamworth	6 th Oct.
	Makeover Grant recipients' morning tea - The Roxy Bingara	7 th Oct.
	Committee meeting – The Roxy Conference Room	8 th Oct.
	Makeover Grant recipients' morning tea – Warialda VIC	16 th Oct.
	North Star Rail meeting – Warialda Council Chambers	22 nd Oct..
	Namoi Roads and Transport Working Group - Tamworth	26 th Oct.
	Senior Leadership meeting	27 th Oct.
	Ordinary Council meeting – The Roxy Conference Room	29 th Oct.
	Citizenship Ceremony for Edith Estioco and Ann Kelly – TLC Bingara	29 th Oct.
	Tim Greensill farewell – TLC Bingara	29 th Oct.
Cr Catherine Egan (Deputy Mayor)	Committee meeting – The Roxy Conference Room	8 th Oct.
	Special Events meeting – Bingara Council Chambers	21 st Oct.
	Ordinary Council meeting – The Roxy Conference Room	29 th Oct.
	Citizenship Ceremony for Edith Estioco and Ann Kelly – TLC Bingara	29 th Oct.
	Tim Greensill farewell – TLC Bingara	29 th Oct.
Cr David Coulton	Committee meeting – The Roxy Conference Room	8 th Oct.
	Ordinary Council meeting – The Roxy Conference Room	29 th Oct.

	Citizenship Ceremony for Edith Estioco and Ann Kelly – TLC. Bingara	29 th Oct.
	Tim Greensill farewell – TLC Bingara	29 th Oct.
Cr Stuart Dick	Committee meeting – The Roxy Conference Room	8 th Oct.
	Warialda Historical Society meeting	15 th Oct.
	Ordinary Council meeting – The Roxy Conference Room	29 th Oct.
	Citizenship Ceremony for Edith Estioco and Ann Kelly – TLC Bingara	29 th Oct.
	Tim Greensill farewell – TLC Bingara	29 th Oct.
Cr Dixon OAM	Committee meeting – The Roxy Conference Room	8 th Oct.
	Ordinary Council meeting – The Roxy Conference Room	29 th Oct.
	Citizenship Ceremony for Edith Estioco and Ann Kelly – TLC Bingara	29 th Oct.
Cr T Galvin	Committee meeting – The Roxy Conference Room	8 th Oct.
	Ordinary Council meeting – The Roxy Conference Room	29 th Oct.
Cr J Moore	Committee meeting – The Roxy Conference Room	8 th Oct.
	Makeover Grant recipients' morning tea – Warialda VIC	16 th Oct.
	Ordinary Council meeting – The Roxy Conference Room	29 th Oct.
	Tim Greensill farewell – TLC Bingara	29 th Oct.
Cr G Smith	Committee meeting – The Roxy Conference Room	8 th Oct.
Cr F Young	Committee meeting – The Roxy Conference Room	8 th Oct.
	NW Cacti Control Coordinator Steering Committee meeting - Bingara	22 nd Oct.
	Ordinary Council meeting – The Roxy Conference Room	29 th Oct.
	Citizenship Ceremony for Edith Estioco and Ann Kelly – TLC Bingara	29 th Oct.
	Tim Greensill farewell – TLC Bingara	29 th Oct.

OFFICER RECOMMENDATION

THAT the Councillors' activity report for October 2020 be received

Item 2 Proposed Meeting Cycle for 2021**FILE REFERENCE** 20/27758**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 RECOMMENDATION**

This report recommends the adoption of the draft meeting cycle for 2021 up to the date of the Council Elections.

BACKGROUND

The following arrangements exist in respect of the Council's meeting cycle:

The Ordinary Council meetings are scheduled for the last Thursday of each month, usually commencing at 9am, unless there is a conflict with other events.

The Standing Committee meetings are scheduled for the second Thursday of each month if required, and usually commence at 9am.

Manner of giving notice of Meetings:

The Business Papers and summons for the Ordinary Council and Committee Meetings are issued electronically no later than the close of business on the Friday prior to the meetings. Any Councillor may request a hard copy of the Business Paper.

It has been the practice to alternate the meeting venues monthly between Warialda and Bingara. The social distancing rules and Covid restrictions since March 2020 has meant meetings have been confined to the Roxy Meeting Room in Bingara.

The local government elections are scheduled for 4 September 2021. There will be a caretaker mode for 4 weeks prior to the elections. The recommended meeting dates to July 2021 are outlined in the attached document.

OFFICER RECOMMENDATION

THAT the meeting cycle outlined is adopted for advertising

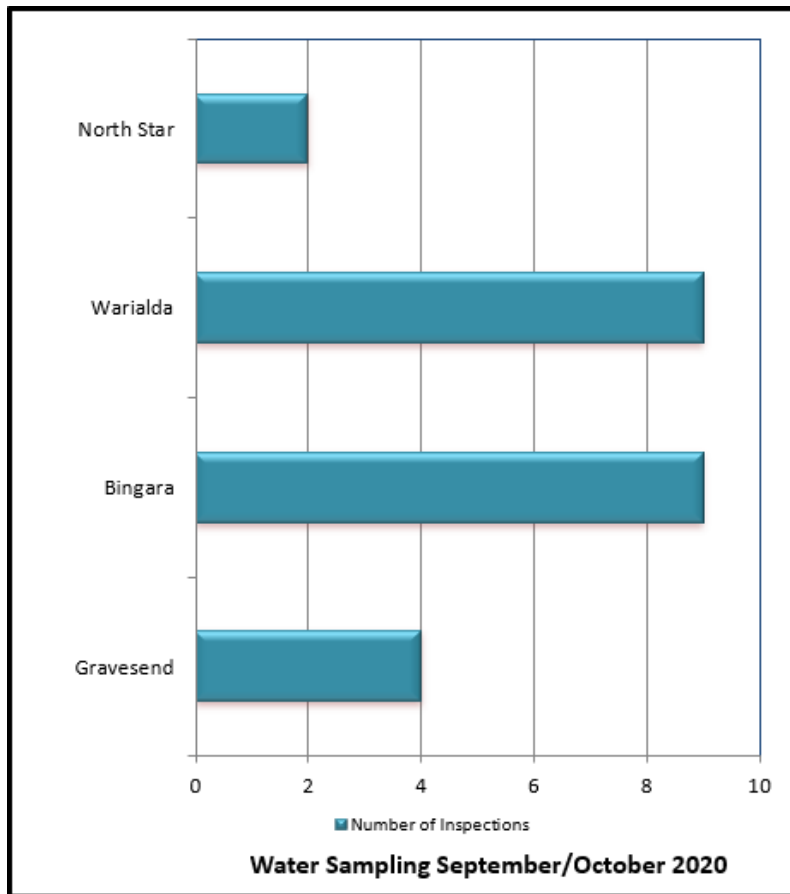
ATTACHMENTS

AT- Proposed meeting cycle - 2021

Attachment 1 - Suggested Meeting Cycle 2021

Suggested Meeting Cycle - 2021			
Date	Meeting/s	Location	Comments
Thursday 11 February 2021	Standing Committee	Roxy Meeting Room Bingara	This venue due to social distancing requirements
Thursday 25 February 2021	Ordinary Council	Roxy Meeting Room Bingara	
Thursday 11 March 2021	Standing Committee	To be advised	
Thursday 25 March 2021	Ordinary Council	To be advised	
Thursday 08 April 2021	Standing Committee	Roxy Meeting Room Bingara	Easter 2-5 April
Thursday 29 April 2021	Ordinary Council	Roxy Meeting Room Bingara	
Thursday 13 May 2021	Standing Committee	To be advised	
Thursday 27 May 2021	Ordinary Council	To be advised	
Thursday 10 June 2021	Standing Committee	Roxy Meeting Room Bingara	
Thursday 24 June 2021	Ordinary Council	Roxy Meeting Room Bingara	Possible clash with ALGA General Assembly TBC
Thursday 08 July 2021	Standing Committee	To be advised	
Thursday 29 July 2021	Ordinary Council	To be advised	
August 2021			Caretake mode prior to Local Government elections

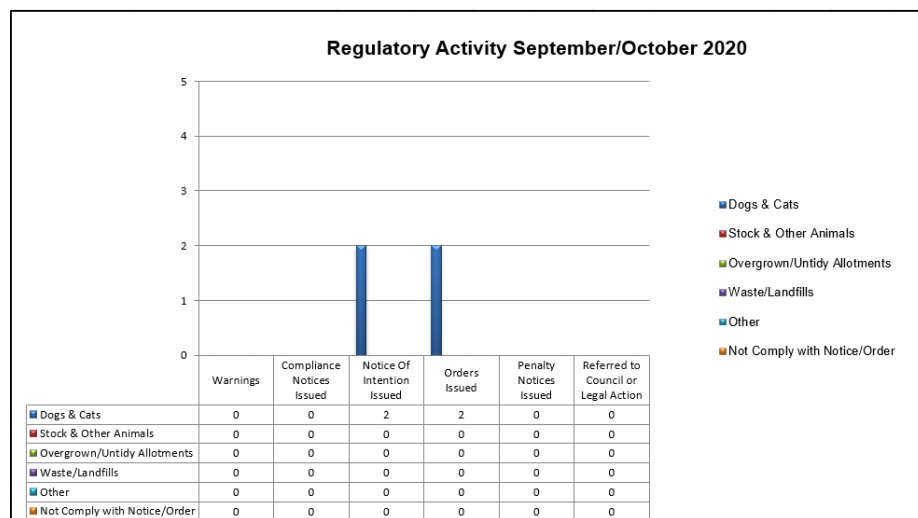
Health Related Inspections



Compliance and Regulatory Control

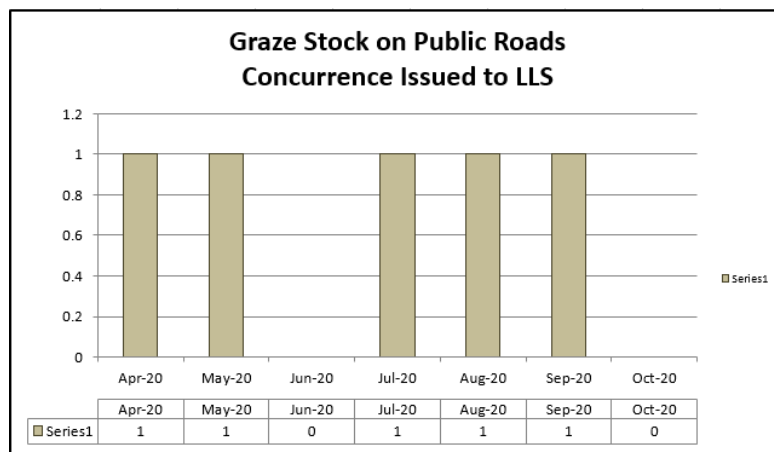
Council received complaints regarding roaming stock and dogs, noise, the keeping of animals and other concerns during the month of October 2020. These are investigated and actioned as necessary.





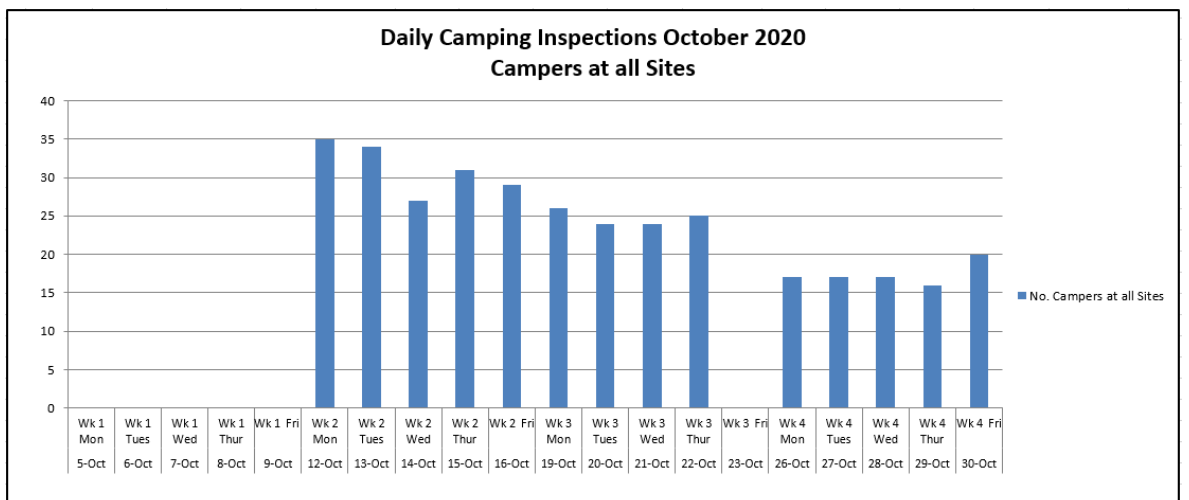
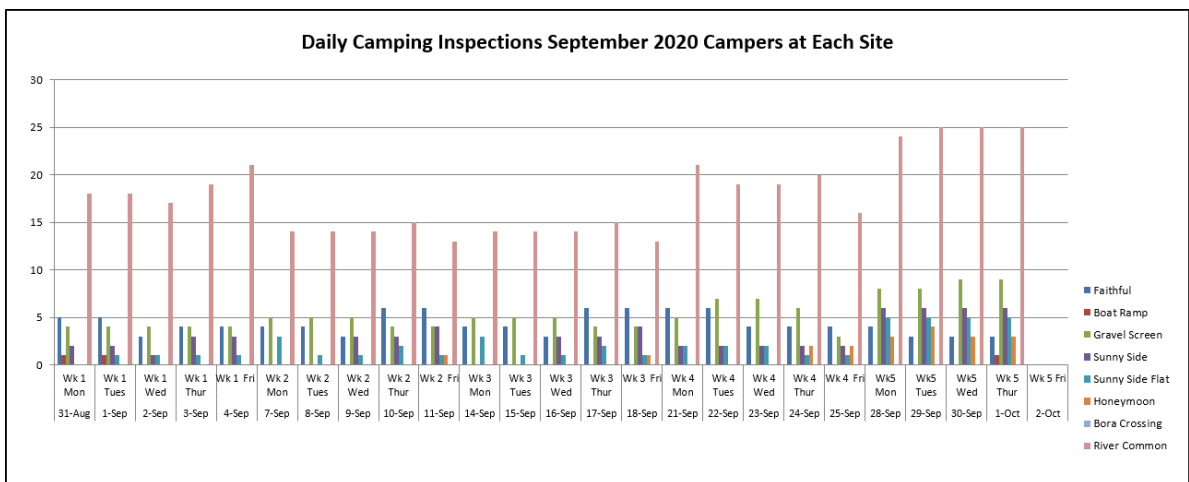
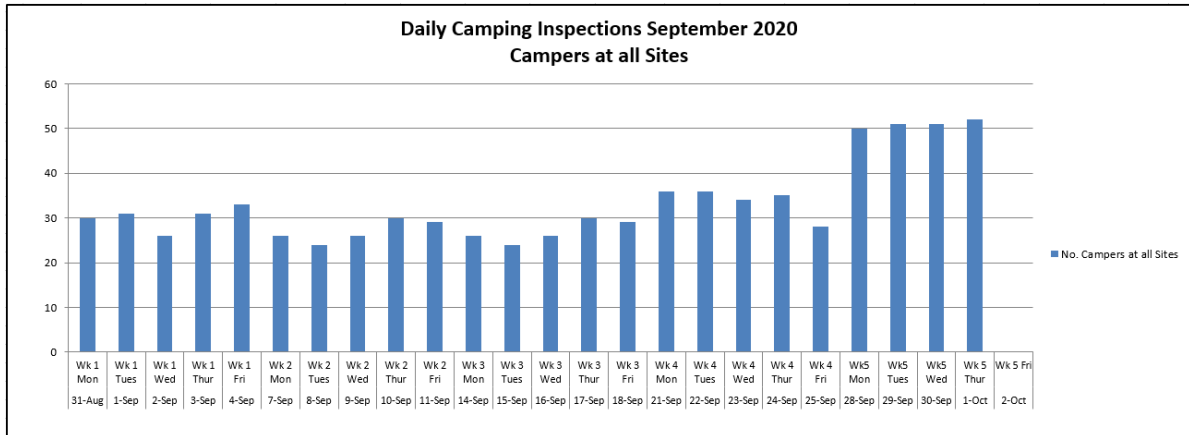
Grazing Permits

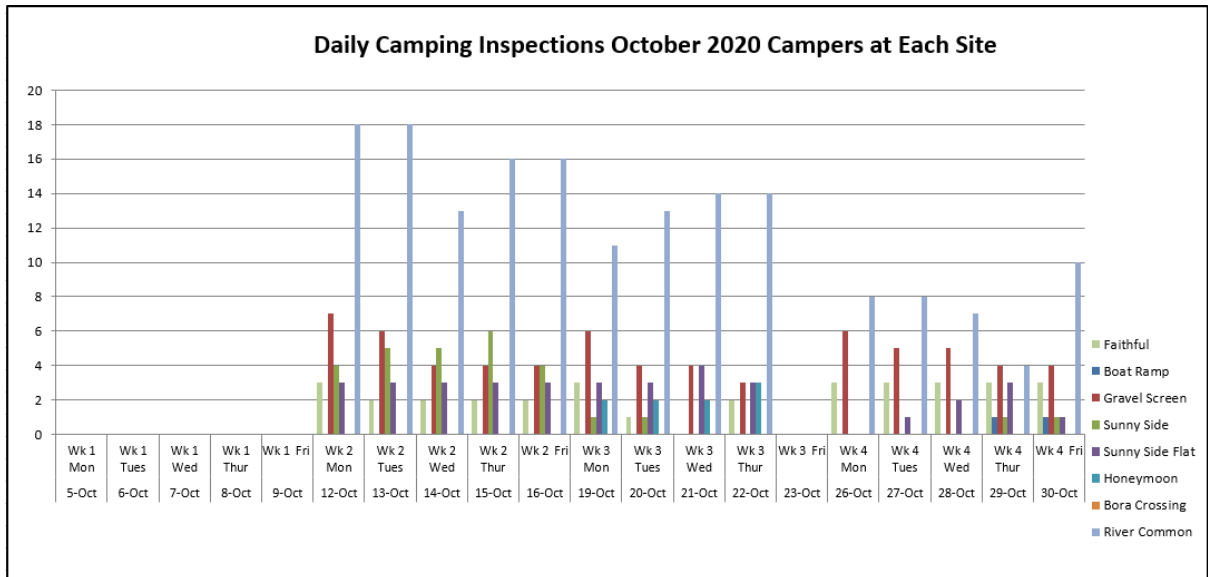
As the Consent Authority for road reserves, Council has not issued concurrence to the North West Local Land Services for any Roadside Grazing Permits during the month of October 2020. Favourable conditions since the beginning of the year have provided welcome relief in the district and the demand for roadside grazing has eased. The following graph compares the applications received for previous 6 months.



Riverside Camping

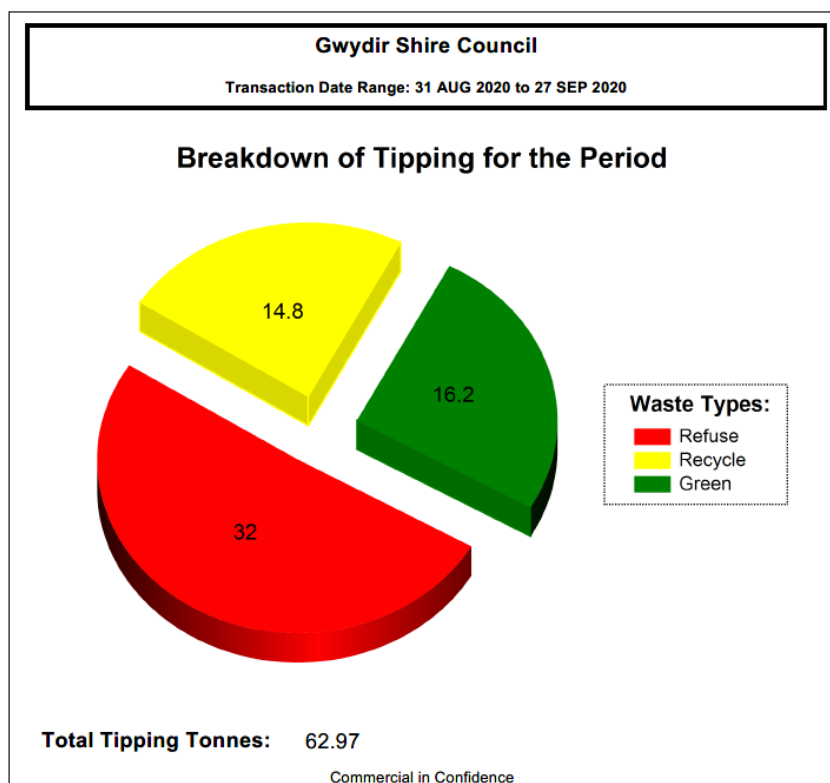
Council’s Compliance Officer aims to carry out daily checks along the Gwydir River to ensure that camping is being conducted in a safe and hygienic manner. Flyers promoting local events and services are distributed to campers and enquires from campers are addressed as necessary. The graphs below show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





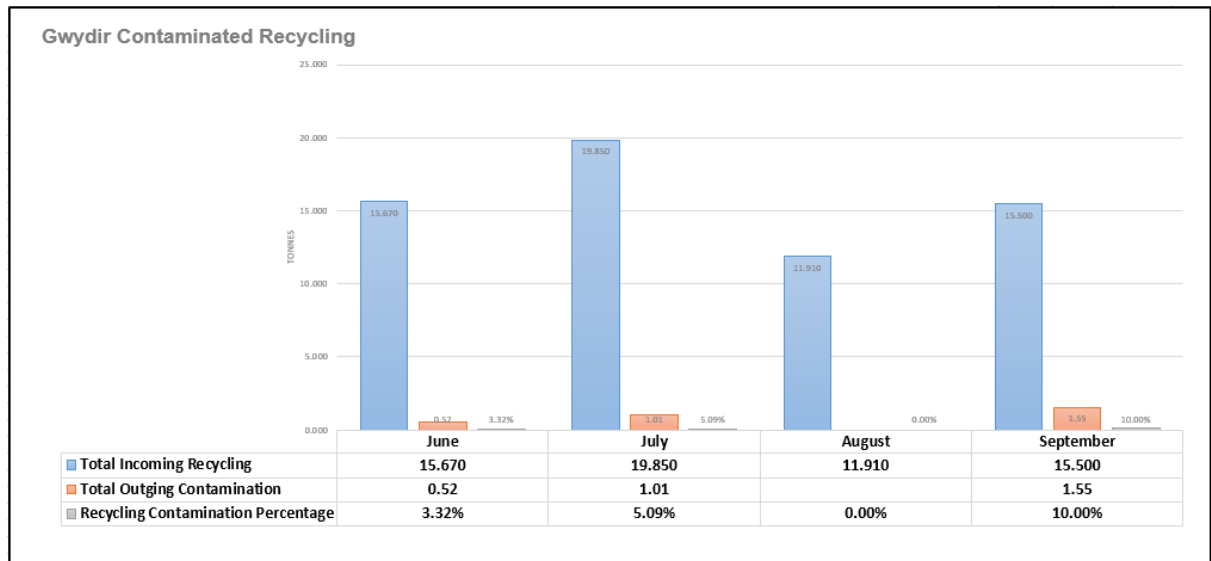
Waste Services – September 2020

Scheduled curbside collection of waste, recycling and green waste was carried out throughout the Shire. Customer service requests are processed and actioned as necessary.

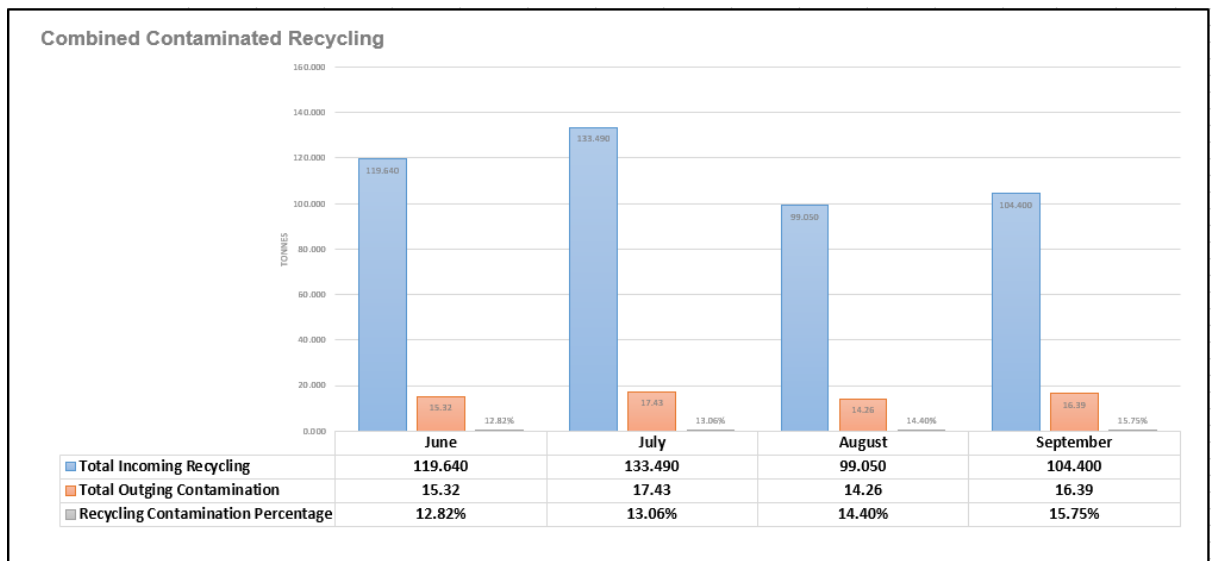


Recycling Contamination

Gwydir Contaminated Recycling

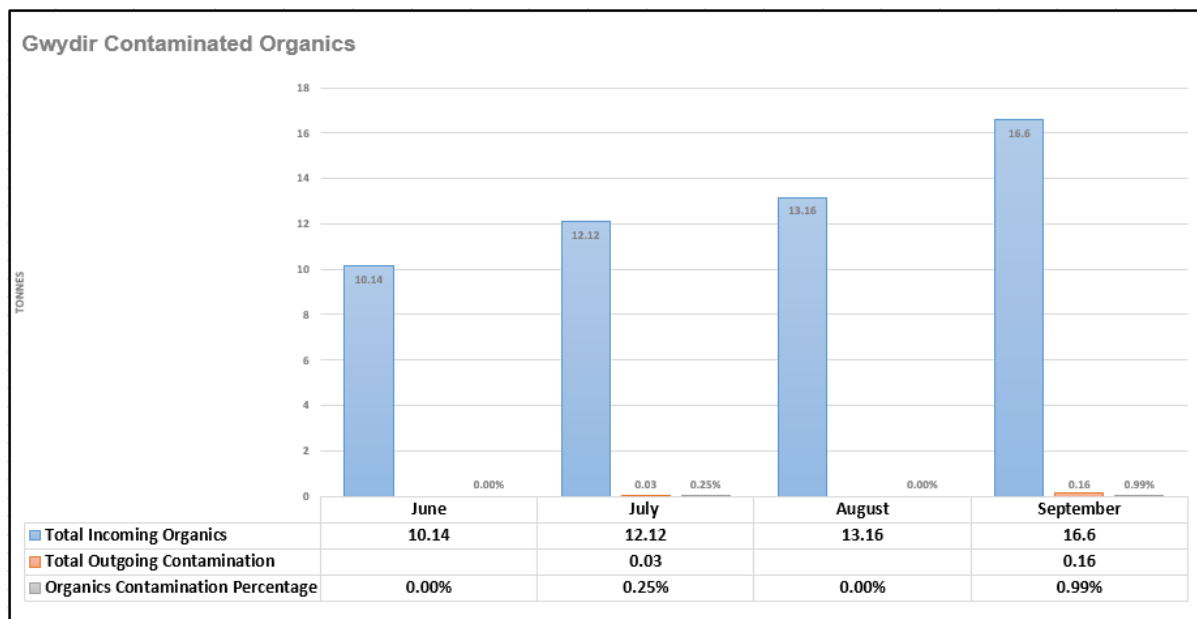


Combined Contaminated Recycling

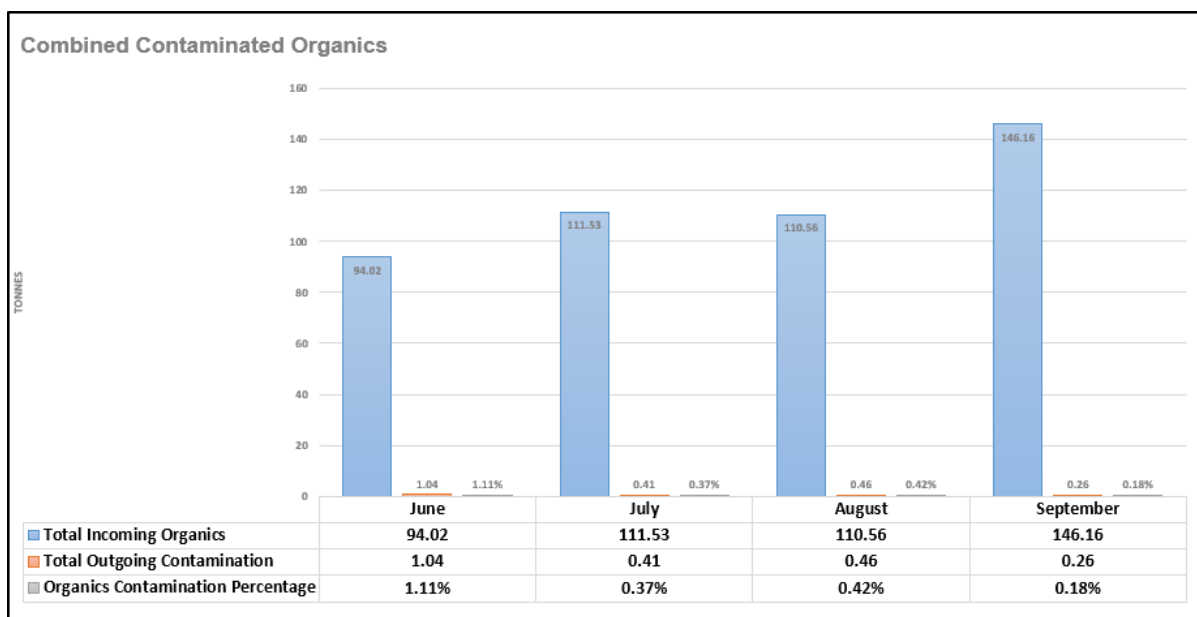


Organics Contamination

Gwydir Contaminated Organics



Combined Contaminated Organics



Comment from Cleanaway for September 2020

Contamination percentages have remained steady this month, with the exception of Gwydir Shire seeing a spike in the recycling contamination levels. The main contaminates across all 3 shires remain the same being plastic bags, food scraps & clothing.

Cleanaway have introduced the new plastic bags stickers & ordered the final warning stickers. Cleanaway will continue to work to the contamination flow chart liaising with councils. Suggest a targeted advertising campaign on plastic bags, food scraps and clothing.

Priority Weed Control

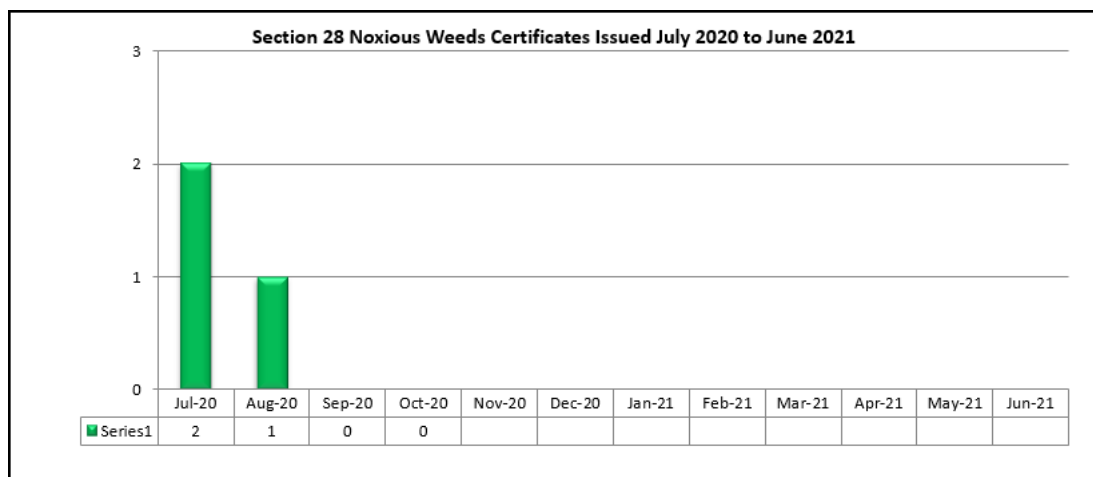
Property Inspection Program

Staff continue to assist farmers and the community with:

- Funding advice
- Noxious weeds advice
- Property inspections
- Spraying of noxious weeds
- Property inspections are currently being undertaken in Section D.

Section 28 Noxious Weeds Certificates

There have been no certificates issued for October. The graph below shows the Section 28 Certificates issued for the current financial year.



Weeds Inspections

Property inspections are currently being undertaken in Section D, with property owners being offered support and advice on managing weeds during the current adverse conditions.

The following graphs and charts show the noxious weeds inspections carried out in 2020:



Noxious Weeds Inspections for the Month of October 2020

Areas Inspected	No.	Ha	Rd km	Weeds Present
Private Property	2	753.88	-	Honey Locust, Blue Heliotrope, Tree Pear
Roadside	23	1465.1	293.02	Sweet Briar, Pattersons Curse, African Boxthorn, Feral Fruit Trees, Tree Pear, Mother of Millions, Harissa Cactus
Roadside – High Risk Pathways	13	1879.65	375.93	Patersons Curse, Rope Pear, African Boxthorn, Feral Fruit Trees, Sweet Briar, Blackberry, Tree Pear, Mimosa Bush, Common Pear, Tiger Pear
Other Council Lands	11	42.3		African Boxthorn, Green Cestrum, Pattersons Curse, Mimosa Bush, Mother of Millions, Johnsons Grass, Tree Pear, Blackberry, Cats Claw Creeper
Dept of Lands	1	78.7		Mother of Millions, Tiger Pear, Harissa Cactus
Grain Handling Sites	4	28.26		Mimosa Bush, Tree Pear, African Boxthorn,

Noxious Weeds Control Works for October 2020

Road/Property	Locality	Weed Code	Area Ha	Road km	High Risk Road	Council Road	Other
Bells Creek Rd	Gravesend	pc		1.65		1	
Gravesend Rd	Gravesend	pc		17.7	1		
Campbells Lane	Gravesend	pc		4.35		1	
Boundary Creek Rd	Pallal	pc		13.07		1	
Thornleigh Rd	Keera	pc		17.12		1	
Towarra Rd	Keera	pc		27.15	1		
Copeton Dam Rd	Keera	pc		54.21	1		
Sunnyside Camping Areas	Bingara	pc	5				1
Event Camping Area	Bingara	gc	2				1
Towarra Rd	Keera	sb		27.15	1		
Sunnyside Camping Areas	Bingara	cc	5				1
Pallal Rd	Pallal	sb		2.51		1	
Ginerol Rd	Warialda Rail	mb		31.77	1		
Towarra Rd	Keera	sb		27.15	1		
Upper Bingara Rd	Upper Bingara	sb		23.69		1	
Gulf Creek Rd	Gulf Creek	sb		17.49	1		
Woodburn Emello Road	Gulf Creek	sb		16.376		1	
Upper Horton Landfill	Upper Horton	gw	1				1
Warialda Rail Landfill	Warialda Rail	gw	1				1
Gravesend Hall	Gravesend	gw	0.25				1
Gravesend Tip	Gravesend	gw	1				1
Baroma Downs Rd	Croppa Creek	p		20.51	1		
Bristol East TSR	North Star	p	100				1
1543 Baroma Downs Rd	Croppa Creek	p	217.00				1
54 Bardin Rd	Warialda	p	1660				1

PLANNING DEPARTMENT

The following Development (D/A)/Complying Development (CDC) and Development Modification (s96) applications were approved during October 2020.

No.	Property Description	Development/ Work	\$	D/A	S96	CDC
11/2020	Marinai Pty Ltd Lot 18 DP 756011 7114 North Star North Star	30,000 tonne/year Quarry	\$25,000	✓	-	-
30/2020	G P & N Wilson Lot 2 Section 3 DP 758111 12 Dinoga Street Bingara	Secondary Dwelling	\$40,000	✓	-	-

The following Development (D/A)/Complying Development (CDC) and Development Modification (s96) applications remain outstanding at the end of October 2020.

No	Property Description and Description of Work	Reason	D/A	S96	CDC
49/2016	Ceres Ag 'Gunyaerwarildi' 1470 North Star Road Warialda - Continued occupation/use of rural worker accommodation being the installation of a number of premanufactured cabins	Approved in principal awaiting compliance certification or engineering certification for the cabins	✓	-	-
2/2018	G & L Hosegood 'Barrak' 163 Upper Whitlow Road Whitlow - 20,000m3 quarry for Council use	Awaiting Environmental Impact Statement as the quarry is considered designated development	✓	-	-
30/2018	M A Spencer 'Log Cabin' 2213 Gulf Creek Road Gulf Creek - 15,000m3 quarry for Council use	Request for additional information regarding compliance with Biodiversity Conservation Act 2017 for the removal of vegetation	✓	-	-
12/2019	Gwydir Shire Council 396 Taron Road Warialda - Quarry	Request for addition information by the assessing Planning Consultant independent of Council	✓	-	-
39/2019	DJ Bull Fairford Road Warialda - 2 Lot Large Lot Subdivision	Request for Additional Information from applicant in relation to requirements under the Biodiversity Conservation Act 2016	✓	-	-
3/2020	R J Swain 1550 Adams Scrub Road Delungra - 10,000m3 Gravel Quarry	Awaiting assessment finalisation by planning consultant	✓	-	-
27/2020	Gwydir Shire Council / R S Turnbull 3228 Horton Road Upper Horton - Quarry	Seeking independent Planning consultant to perform assessment on Council run quarry	✓	-	-
29/2020	D J Coulton 819 Eden Forest Road Gravesend - 999 Head Cattle Feedlot	Under Assessment – Submissions Received	✓	-	-
31/2020	Doolin Farming Pty Ltd 2513 Getta Getta Road North Star - 999 Head Cattle Feedlot	Awaiting payment of lodgement fees	✓	-	-

There were no Development (D/A)/Complying Development (CDC) or Development Modification (s96) applications approved and not previously reported to Council for the October 2020.

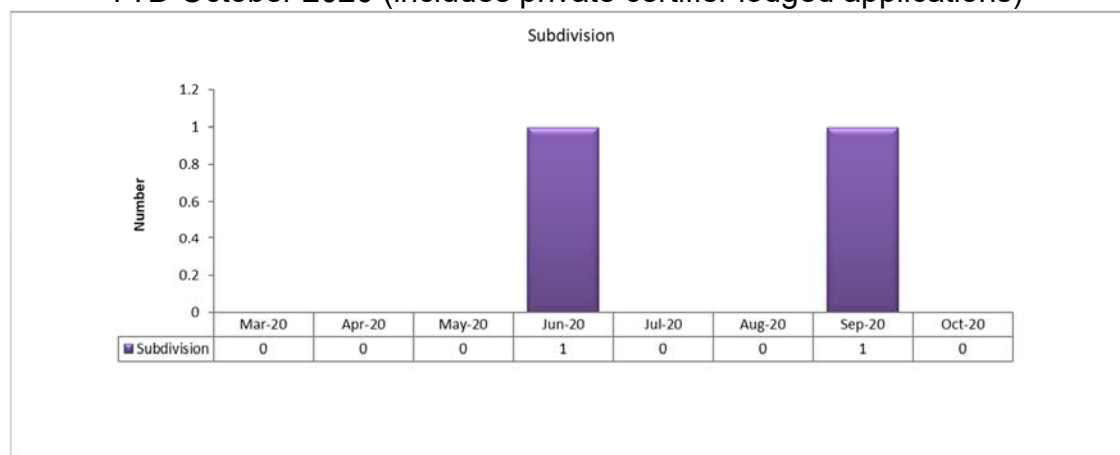
There were no Development (D/A)/Complying Development (CDC) and Development Modification (s96) applications refused, withdrawn or cancelled during the month of October 2020.

There were no Complying Development (CDC) application/s approved by Private Certifiers and lodged with Council during the month of October 2020.

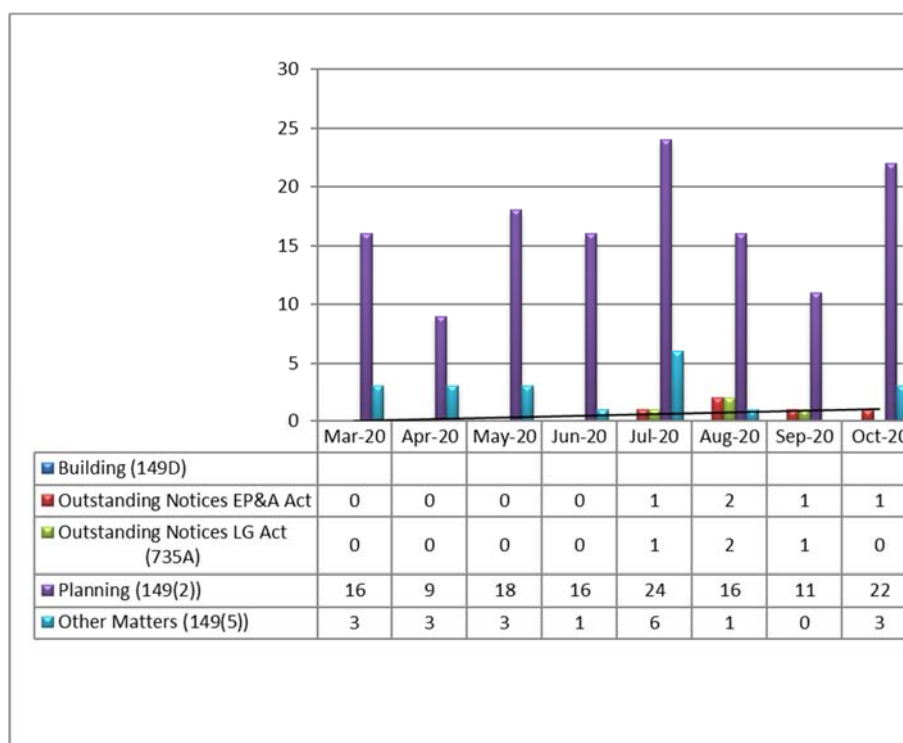
There were no Development (D/A) and Complying Development (CDC) applications determined where there has been a variation in standards under SEPP 1 or clause 4.6 of the Gwydir Local Environmental Plan 2013 during the month of October 2020.

The following Subdivision Certificates were issued during the month of October 2020 and in the previous seven (7) months:

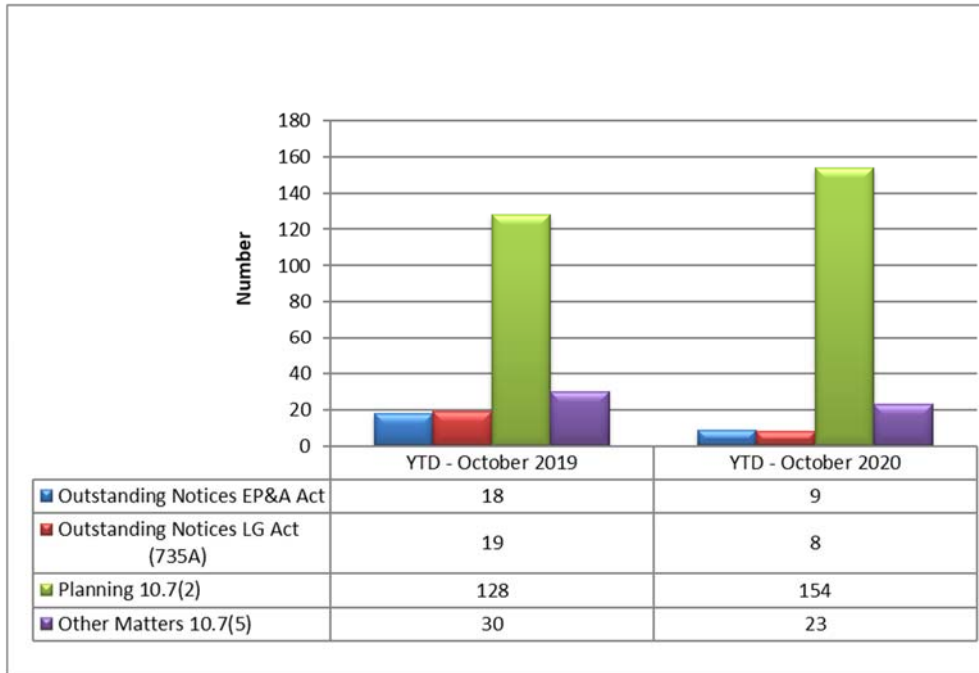
YTD October 2020 (includes private certifier lodged applications)



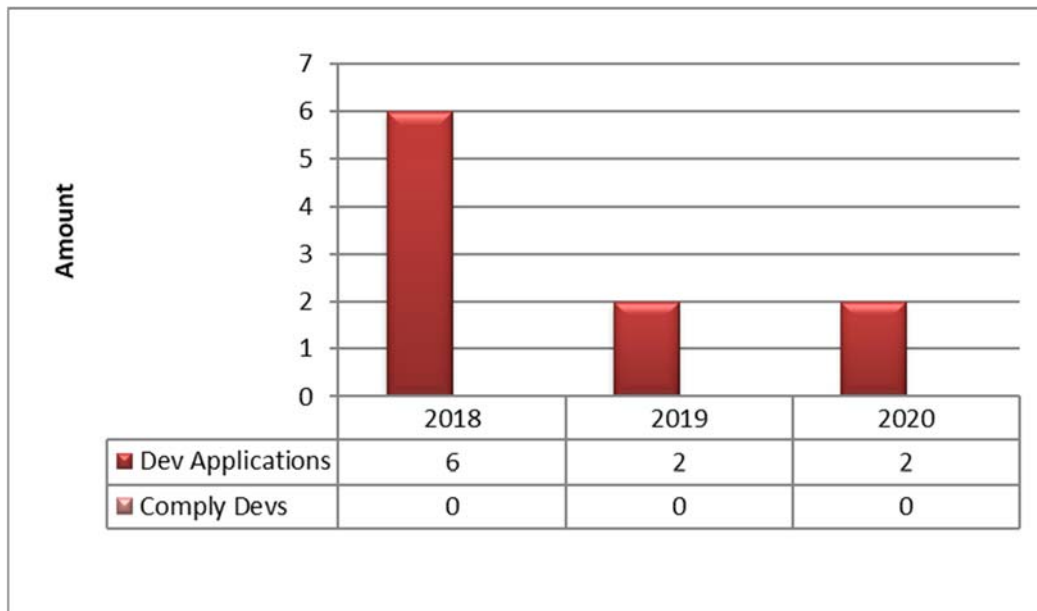
The following graph shows Conveyancing Certificates were issued during the month of October 2020 compared to the previous seven (7) months:



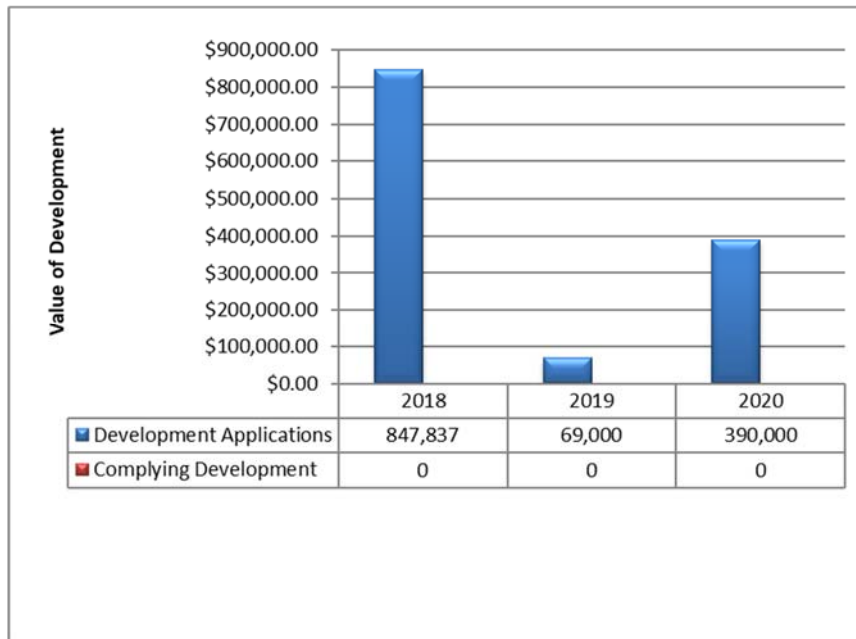
The following graph shows the number of Conveyancing Certificates issued up to and including the month of October 2020 compared with the same period in 2019:



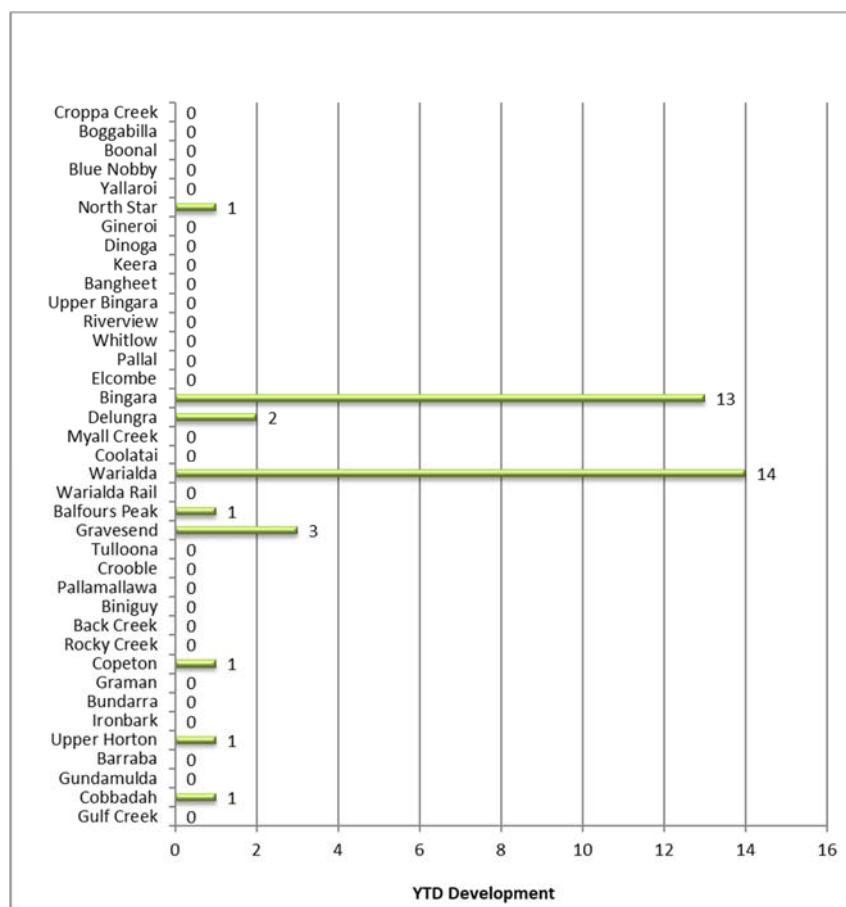
The table below shows a comparison between total applications lodged during the month of October 2020 compared to the same period in the previous two years (excluding private certifier lodged applications):



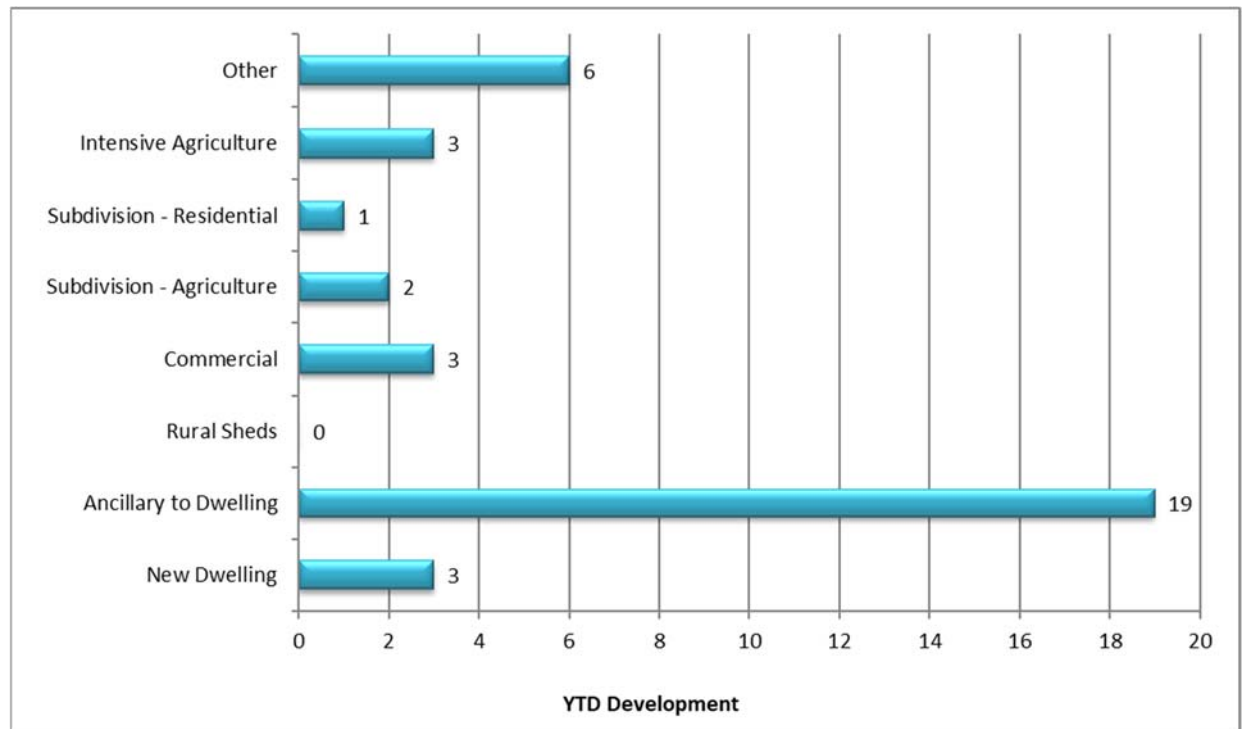
The table below shows a comparison between total value of applications lodged during the month of October 2020 compared to the same period in the previous two years (excluding private certifier lodged applications):



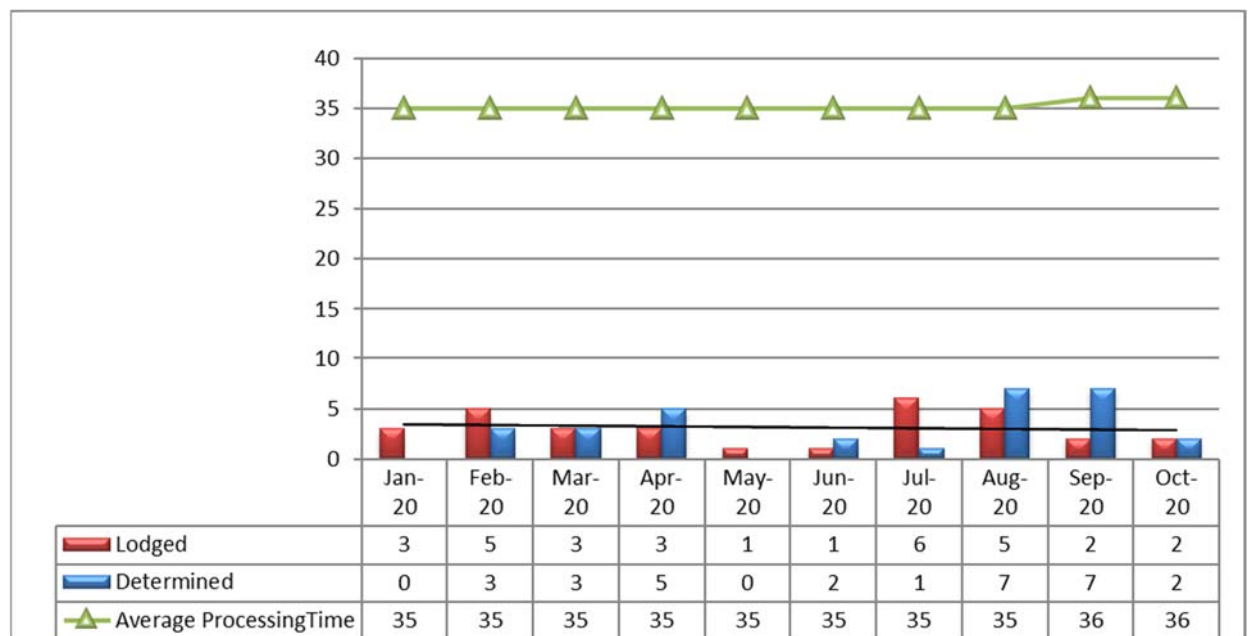
Development Applications Received for the year by locality – YTD October 2020 (includes private certifier lodged applications)



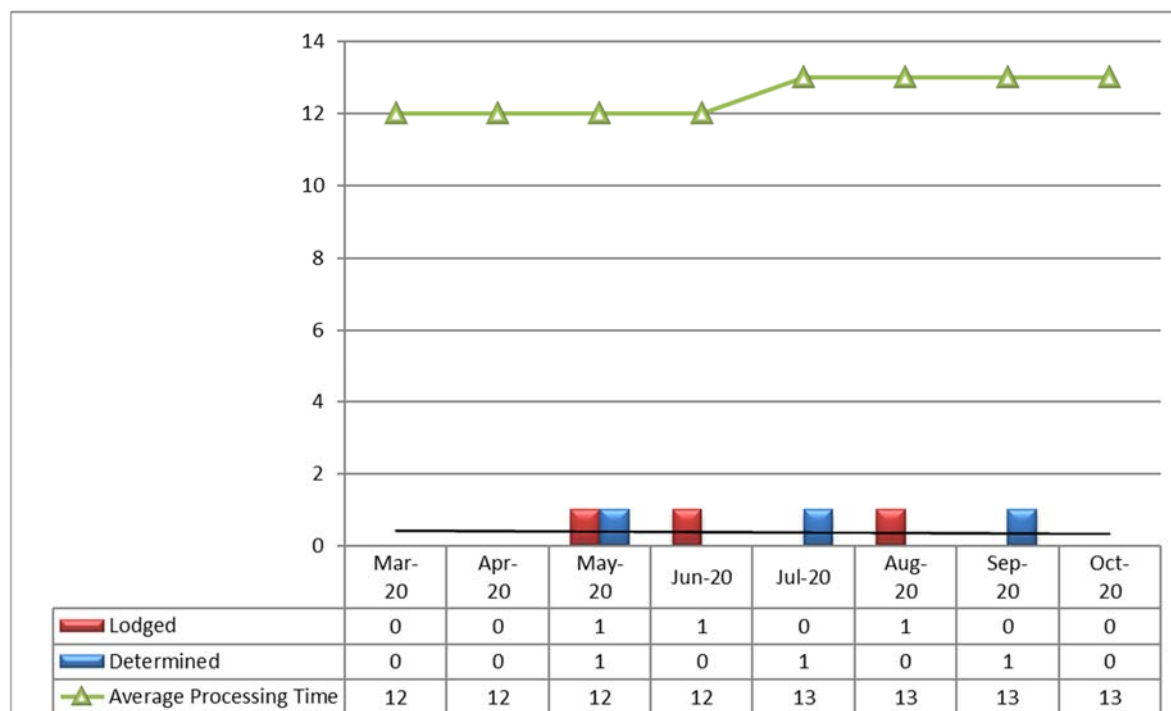
Development Applications received for the year by type – YTD October 2020 (includes private certifier lodged applications)



Development Application Analysis – for the nine (9) months to the end of October 2020 (excludes private certifier lodged and approved applications)



Complying Development Application Analysis – for the nine (9) months up to the end of October 2020 (excludes private certifier lodged and approved applications)



BUILDING SERVICES

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 following Construction Certificate (C/C), Building Information Certificate (BIC) and S68 applications have been approved for the month.

No.	Property Description	Development/Work	\$	C/C	BIC	S68
23/2020	43 Adams Scrub Road DELUNGRA NSW 2403	7m x 9m enclosed garage/shed	\$10,000	✓		

There were no Construction Certificate (C/C) applications approved by a Private Certifier and lodged with Council during the month.

NO. OF COMPLAINTS/INSPECTIONS

Type	No.	Yr. to Date	Actioned	Pending
Building	30	297	290	7

Building Maintenance

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

Projects Worked on during October 2020

Staff have been concentrating all their efforts and available man hours to complete the Bingara Pool project in readiness for the coming swimming season.



Bingara Pool Administration Building

TOWN UTILITIES, PLANT, PARKS and GARDENSWater and Sewerage

Water and Sewerage operators attended 11 service line repairs, 4 water main breaks, 5 faulty water meters and 5 sewer blockages during October. Work was undertaken Bingara swimming pool, The Living Classroom, Bingara Cemetery, Gwydir Oval, Bingara Showground, the footpath to pontoon, 47 Hope Street Warialda (youth centre), Gravesend Recreation Ground and the Roxy Theatre. Both Bingara Reservoirs and Gravesend Ground reservoir were professionally cleaned by divers during October and 475m of water main was installed from the Hospital to the Bridge in Bingara.

The annual DPIE Water/Sewerage performance reports were completed and submitted during October.

The licence anniversary date for both Warialda Sewerage Treatment Plant (STP) and Bingara STP was 31 October. The Annual Return and Annual Report for both STPs is due by 31 December 2020.

Warialda Memorial Pool - in conjunction with pool improvements by Meader Constructions, the sewerage and water lines were renewed during October.

Bingara pool - a small sewerage pump station was installed to service the new amenities building, along with new water lines and stormwater pipes.

Pontoon pathway on Gwydir River Foreshore

During October, staff installed a handrail alongside the footpath that leads from the Bingara Hospital to the Gwydir River. The bench seat will be installed on the landing in November. Two concrete slabs for the shelters and tables were laid during October; this work was funded from COVID 19 Stimulus funding.



Foreshore footpath handrail.

Workshops – October 2020

Total number of services for the month Bingara and Warialda combined	33
Total number of individual jobs for the month Bingara and Warialda combined	121



Trainee, Blake Mintoff hard facing the pads on P1474 Pad foot roller Warialda workshop

Major repairs

P1689 water cart - replace air conditioning compressor fabricate and install new steel water Deliver pipe

P1081 John Deere tractor - clean and reseal door rubber

P1472 solar Stop lights - remove glass panels and clean install new voltage regulator

P1768 mower (Showground) - remove fuel tank and clean out fuel system contaminated with water

P1950 Kubota skid steer-chain digger - install new bearings remove hydraulic motor and return to Digga Australia under warranty for repairs (oil leaking)

P1724 slasher tractor - install 16 counter weights to front of tractor

P1474 pad foot roller - hard face all pads

P1686 maintenance truck - installation of new windscreen

P1944 Isuzu ute - warranty job with Woodleys (lost communication with transmission)

P1789 backhoe, North Star - repairs to tail shaft, fit new uni joints

P1841 excavator - install new cutting edge adjust power tilt head

P1866 tractor - repairs to PTO system

P1437 light truck - repair water leak fit new cabin lift ram

P1446 jetpatcher - fit new reversing camera

P1437 light truck - rebuild engine

P1725 tractor - repairs to air ride seat

P1692 backhoe - fit new backhoe arm

P1855 mower: repairs to deck

P1907 utility - fit new driving lights

Fabrication work included Sign frame fabrication for Junction Park, mesh cages construction for Gwydir Oval and bend handrailing for Gwydir River foreshore footpath.



Handrail for Gwydir River foreshore footpath

Parks and Gardens

All parks and gardens are being 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 October.

Myall Creek and Glacial area are inspected on a weekly basis.

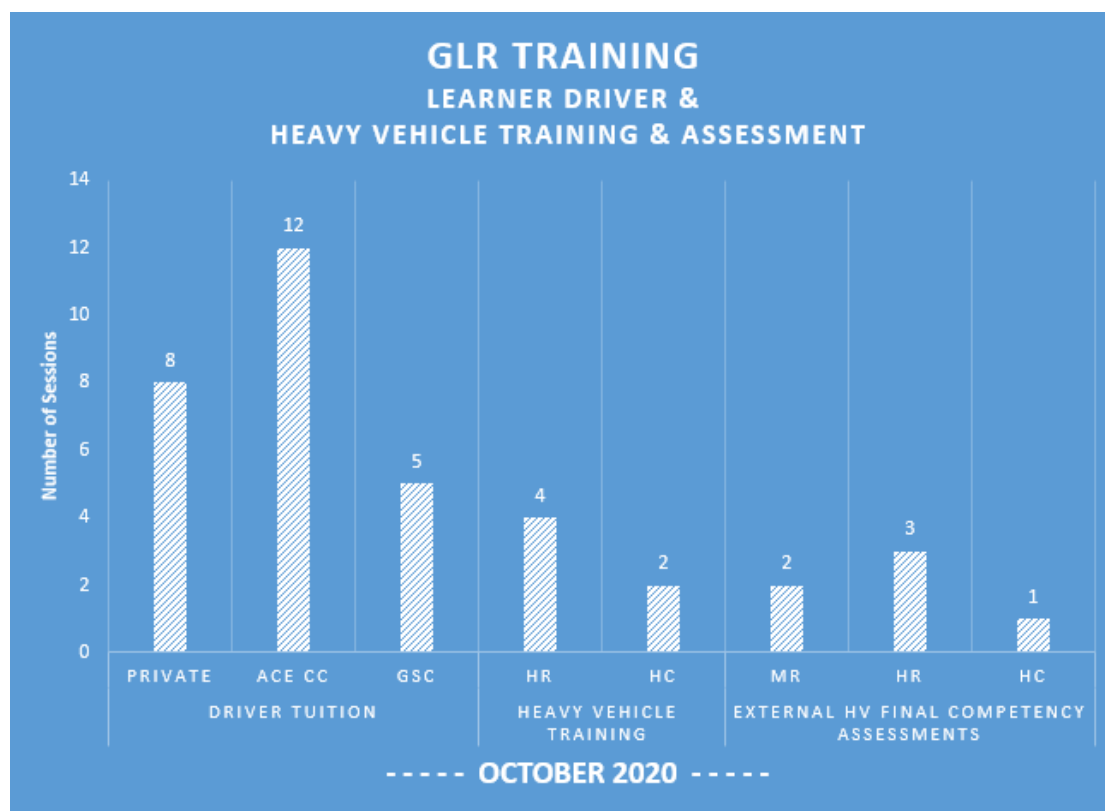
Gwydir Oval Amenities - the amenities building at Gwydir Oval is 95% complete, with the bench seating and carpark bollards to be installed.

Cemeteries - both Bingara and Warialda cemeteries are being maintained. Loam and kikuyu seed were laid around the new concrete plinths at the Bingara cemetery.

Bingara Showground - the Bingara showground is being maintained with regular mowing and weed control undertaken. During October funding was announced under the Showground Stimulus Phase 2 program to refurbish the Bingara Showground Grandstand. The funding amount was \$85,378.25 inclusive of GST. The work involves removal of external and internal cladding and replacement with colour bond externally and fibro sheeting internally of the grandstand.

GWYDIR LEARNING REGION

Automotive Trade Training Centre Training (ATTC) - October



Graph showing training delivered by ATTC during October

Heavy Vehicle Training and Assessment

Council's Heavy Vehicle Trainers and Assessors have had a continual flow of clients participating in heavy vehicle training via the Automotive Trade Training Centre throughout October.

A total of six clients have undertaken heavy vehicle; four obtaining their HR (heavy rigid) and two obtaining their HC (heavy combination) licence.

Three participants were from Inverell, one from Glen Innes, and two were local Warialda residents.

All six participants obtained full funding through Training Services NSW Smart and Skilled Program.

Council's assessors also completed six Final Competency Assessments for Inverell Heavy Vehicle Training (IHVT) clients. In accordance with Australian Skills Quality Authority (ASQA) and Transport for NSW regulations, where practical, final competency assessments are not carried out by the trainer. This arrangement has been in place for some time and is mutually convenient for both Council and IHVT.

Learner Driver Tuition

October has been a busy month for Learner Driver tuition following the renewal of the contract with ACE Community Colleges. As illustrated in the

graph, there were 12 sessions provided for ACE Community College clients, eight private sessions, and five sessions provided for a Council employee.

Gwydir Career Start Program

Council has recently placed an advertisement in the Gwydir News, and posted on Council's Facebook and Website pages inviting applications for school based and main-stream trainees and apprentices to commence in early 2021.



Gwydir Shire Council is pleased to offer enthusiastic and motivated individuals the opportunity to gain valuable work experience in paid employment while studying to obtain a nationally recognised qualification through the Gwydir Career Start Program.

Interested candidates are encouraged to obtain a position description and application form from Council's website: www.gwydirshire.com

The following positions are available and will commence in 2021:

School Based traineeships:

SBT Gardener (Warialda)
SBT Mechanic (Warialda)
SBT Water & Sewerage Operator
SBT Carpenter
SBT Tourism Officer (Bing & Wlda)
SBT Journalist
SBT Information Services Officer

Apprenticeships:

Apprentice Mechanic (Warialda)
Apprentice Gardener (Bing & Wlda)

Applications close 4pm Friday 11th December 2020

Advertisement for Trainees and Apprentices

Gwydir News

The Gwydir News has a new home. The relocation of the Bingara Office to the old Bingara Court House building took place on 30 October. The increased office size and air conditioning will improve the comfort of the staff involved. The relocation is also a cost saving measure, eliminating the rental expense, rates and electricity of the former office at 34 Maitland Street, Bingara.



Gwydir News staff outside their new office location in Bingara

OFFICER RECOMMENDATION

THAT the monthly Executive report for October 2020 be received

ATTACHMENTS

There are no attachments for this report.

Item 4 Monthly Organisation and Community Services Report for October 2020**FILE REFERENCE** 20/27811**DELIVERY PROGRAM****GOAL:** 5. Organisational Management**OUTCOME:** 5.1 CORPORATE MANAGEMENT**STRATEGY:** 5.1.3 Administrative functions - GM - internal**AUTHOR** Organisational and Community Services Director**IN BRIEF/ SUMMARY RECOMMENDATION**

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

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.

AGED CARE SERVICES

Naroo Aged Care Facility, Warialda

Occupancy – 36

Training

Staff undertook Person Centred Software App training during October.

Projects

Naroo Advisory Committee purchased new furniture for the Dining Room which was delivered in October.

Installation of a new Call Bell System in progress. Staff will receive training.



New furniture in the Dining Room at Naroo

Stewart Brown - Aged Care Financial Performance Survey

Naroo has recently participated in the Aged Care Financial Performance Survey. This incorporates detailed financial and supporting data from 1,108 Aged Care residences which includes Naroo and 46,938 home care packages across Australia. The survey is the largest benchmark in the Aged Care sector and provides invaluable insight into the trends and drivers of financial performance. The nationwide results for the last financial year 2019-2020 are now available, details in the link below:

<https://www.stewartbrown.com.au/images/documents/StewartBrown---FY19-Aged-Care-Financial-Performance-Survey-Report.pdf>

Naroo Budget

ACFI Monthly Revenue: Note - these figures may change due to advance payments

Month	\$ Amount
July 2020	180,367
August 2020	180,367
September 2020	212,456
October 2020	Not available

Activities

Naroo residents celebrated Oktoberfest in style, enjoying the festive music, German food and imported German beer.



Naroo celebrated Oktoberfest

Naroo residents enjoy outings to the Community Garden in All Abilities Park.



Picking strawberries in the community garden

Naroo's Bond Report is Attachment 1

Gwydir Shire Commonwealth Home Support Program (CHSP) Summary

Bingara

Volunteers for transport is becoming difficult with the loss of some volunteers and two going on leave at the end of November.

Meals on Wheels numbers are inconsistent. Currently there are 12 clients and volunteer drivers are back on a monthly roster.

Group support is still very active with clients enjoying morning tea and a light lunch, activities and laughs on a Tuesday.

Volunteers are still knitting squares which are taken to Inverell to be stitched into blankets. To date this year 175 blankets have been made and sent to Sydney for distribution to the needy.

Monthly outings have been on hold with Covid restrictions and will probably not resume until the new year.

Warialda / Delungra CHSP

Library children used the Day Centre in Warialda 2 days/week during the school holidays and were supervised by the Library Coordinator.

Day Centre numbers for attendance and transport for Warialda and Delungra were on average during September and October with clients enjoying the fortnightly trip to Inverell on the shopping bus.

Warialda Coordinator is delivering Meals on Wheels on average 5 days/month due to a shortage of volunteers.

Summary of Activities in the table below:

	BINGARA		DELUNGRA		WARIALDA	
	Sep	Oct	Sep	Oct	Sep	Oct
DAY CENTRE						
Total active clients	20	20	23	24	99	96
Clients receiving service	11	10	11	11	36	44
Total meals	34	31	44	39	138	112
Hrs clients receive in Centre	159	155	121	100	295	253
SOCIAL SUPPORT						
No of clients	54	57	11	11	36	44
Individual hrs	331	395	2	3	40	60
Group hrs	159	155	118	97	255	193
Total hours received	490	550	121	100	295	253
FOOD SERVICE (Meals on Wheels)						
Clients	11	12	0	0	5	4
Meals	177	184	0	0	79	43
TRANSPORT						
Number of clients	34	40	2	2	10	10
Number of trips	179	218	10	8	76	70
TRANSPORT - YOUTH						
Number of clients	0	0	0	0	0	0
Number of trips	0	0	0	0	0	0
ACCESS BUS - INVERELL						
Number of clients	11	15	1	1	7	7
Number of trips (per month)	2	3	4	6	4	6
VOLUNTEERS						
No of volunteers/ mth	10	9	2	1	34	30
Monthly volunteer hours	490	554	58	17	379	336

ECONOMIC DEVELOPMENT, MARKETING and MEDIA

Priorities for Marketing	Actions
Review Vision, Values, Mission	Stakeholder engagement research. Create community ownership of values by including input in the new Community Strategic Plan process
External Communication	Build on the Gwydir Shire brand, grow and enhance stakeholder engagement by executing an integrated, values-based communication plan.

Marketing

Stakeholder Engagement

An initial review of survey data identified that many people were able to articulate what they believed Council's (lived) Values to be, but very few could identify the stated values. Some of the lived values people identified included: Service, helping, listening, friendliness, training, and education. Informal dialogue with respondents often identified safety, friendliness, health, and our

natural environment as things respondents valued most themselves. Further work is required to be definitive but initial indications are that stakeholders believe the Gwydir Shire is a place of friendliness, healthiness, natural beauty, and safety.

Communications Planning

The Engineering Services Manager and Town Utilities and Plant Manager have been trained in the use of SMS burst emergency messaging to update those community members with mobile phones regarding matters such as road closures, water restrictions or burst mains.

Tourism Collateral has been reviewed. While there are many good pieces of collateral, they lack cohesion and strong branding. Many are a little 'dated' and it is recommended that the full suite of collateral be redeveloped over the coming 12 months.

Community Strategic Plan

The above-mentioned stakeholder engagement themes should be further explored during community consultation in preparation for the new Community Strategic Plan - as shared community values are critical to securing engagement from a broad range of stakeholders as well as those from specific interest groups (who's interest may or may not be representative of the broader community upon which successful implementation will depend).

Council Websites and Social Media

It is recommended that the first step in creating stronger cohesion between the Gwydir Shire Council website and the Tourism websites is to utilise a Tourism or Visitors tab on the Gwydir Shire Council Site with links to the existing tourism sites from that tab, and to build on this to create a greater synergy across all sites over time.

Process	Progress	Comment
<u>Planning and Design</u>	Website layout and concept were created by Open Cities (who specialise in Local Government Internet and Intranet sites).	Council design themes have been applied by Open Cities.
<u>Content</u>	Payment Gateway Content needs to be contributed by all Council Departments and includes any required text, external links, forms, and any other important information.	Application approved by the executive and returned to NAB. Letter of offer received from NAB. Awaiting executive approval on the letter of offer. Launch and testing dates cannot move forward until this has been completed. Much of the content has been

	<p>Several online forms need to be created and tested</p> <p>Staff will be trained to upload draft content which will require sign off from the Marketing and Economic Development team prior to going live.</p> <p>Ongoing review and development.</p>	<p>provided, with some still outstanding. Existing content from the current website may be required to minimise delays to the launch date.</p> <p>Draft forms are complete and await testing during live review period.</p> <p>Some but not all Senior Managers have been trained to date.</p> <p>Once the site is live there will be ongoing review and development. During this time, any content “borrowed” from previous websites will be updated. We will also be updating photographs, utilising assets created in a recent shire wide photo shoot.</p>
<p><u>Testing, Review and Launch</u></p> <p><u>Revised Test Launch target:</u></p> <p><u>November 30th, 2020</u></p>	<p>The site should be rigorously tested before full launch, including payment platform and any other interactive features.</p>	<p>Testing, (live) Review and Launch Dates will depend on internal content provision and finalisation of the payment gateway.</p>

Economic Development

<p>Prioritise Economic Development.</p>	<p>Build on the outcomes of the stake holder engagement surveys and Community Strategic Plan process to identify and integrate community values to attract like-minded residents, businesses, and developments by effectively marketing ourselves to Governments, Capital Cities and Regional Cities and Towns.</p>
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Go Local First

The Marketing and Economic Development Team completed a soft launch of the Go Local First Campaign during October (Small Business Month). The launch centred around a CBD walk around to local businesses in partnership with the Rural Small Business Counselling Service. The Warialda CBD was completed with strong interest from business houses, so much so that the Bingara leg of the launch had to be delayed while the Team ordered additional collateral for the business houses. Working with the Rural Financial

Counselling Service NSW provided a good conversation starting point and high engagement from business owners.

Telephone and online Gwydir Economy survey

NPD Economic Development has been engaged to provide an independent high-level survey of the Gwydir economy. This will be delivered by telephone and online. It will aim to seek the input of local businesspeople about what they feel is going well, what is most challenging and ways we may grow the economy together.

Warialda Business Houses have been advised of the upcoming survey and asked to assist. The response to this invitation was very positive. Bingara Business Houses will be invited to participate when the postponed Go Local First soft launch is carried out.

Retail Makeover Grant Roll Out

All but one grant has been dispersed; the final dispersal is imminent and was delayed due to conflicting bank account information received from the recipient.

Morning Teas for the recipients in Bingara and Warialda were well attended and appreciated by the recipients. The program has brought increased levels of engagement with businesses which we should seek to leverage over the coming 12 months.

“Localised” Virtual support for local businesses

Council is awaiting a response from the State Government for a variation to Bushfire funding to underwrite this opportunity. (“Localised” is a virtual support program designed to increase digital literacy, increase profile of, and provide support and education to businesses across local government areas).

Marketing for Tourism and New Residents

As part of the variation to Bushfire funding Council has requested funds be used for a Shire Wide Marketing Campaign highlighting why people should visit, play, stay and relocate to the Gwydir Shire.

Sefton’s has been engaged to deliver a Workshop including Council and Local Community / Business representatives from which a high-level plan for the campaign will be developed. Implementing the plan will be dependent on approval of the Bushfire Variation application. Should this not be successful, alternative funds will need to be secured.

Visitor Centres/ Roxy Theatre Covid-19 Closures

Gwydir Shire Visitor Information Centres continue to operate as per Covid-19 plans and risk assessments.

The Roxy is likely to remain closed to large events for the remainder of the year due to the volatile nature of Covid-19 requirements and the long lead time that such events require.

The Roxy Café remains without a lessee, while staff are continuing to work with one of the previous two interested parties.

Services NSW

Both Warialda and Bingara had strong results in the first ¼ of the year with demand for the service being very high. Warialda delivered at 136% minimum transactions and Bingara at 105%. Both contracts have 12 months to run; the Marketing and Economic Development Manager has engaged the Department in exploring an increase to funding for the next contract.

Events

Christmas Carnivals in Warialda and Bingara are both moving to a “Market” model rather than a “carnival” model to avoid cancelling all together. Both groups are developing new event plans including the submission of Covid-19 Safe plans.

THE ROXY COMPLEX**Theatre**

Date	Purpose	Numbers
07 Oct	Grant Makeover Presentation - Foyer	15
16 Oct	Safety in Focus – Green Room	5
19 – 31 Oct	NWTC Rehearsals	10
25 Oct	NWTC Film Club	24

Roxy Conference Room

Date	Purpose	Numbers
08 Oct	Committee Meeting	13
14 Oct	Consultative Safety Committee Meeting	15
29 Oct	Council Meeting	14

Roxy Meeting Room

Date	Purpose	Numbers
06 Oct	Council staff working from Meeting Room	2

Roxy Trade Training Kitchen

Date	Purpose	Numbers
24 Oct	Bingara U3A Vegan cooking class	12

VISITOR INFORMATION CENTRES**Bingara Visitor Information Centre**

Aug 2020	Sept	Oct
Opening hrs = 171	Opening hrs = 175	Opening hrs = 172.5
Volunteering hrs = 37	Volunteering hrs = 32	Volunteering hrs = 36

Warialda Visitor Information Centre (June report unavailable)

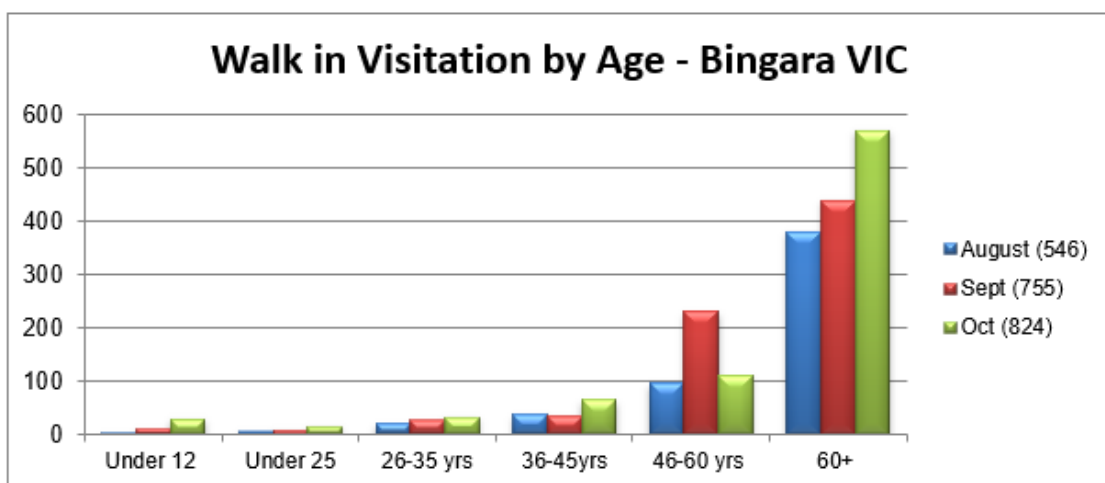
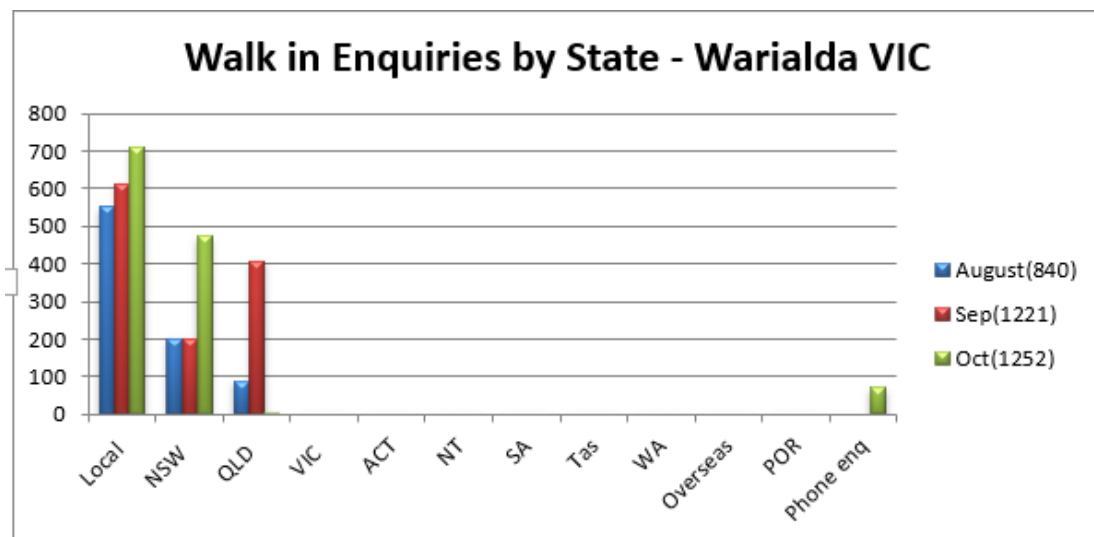
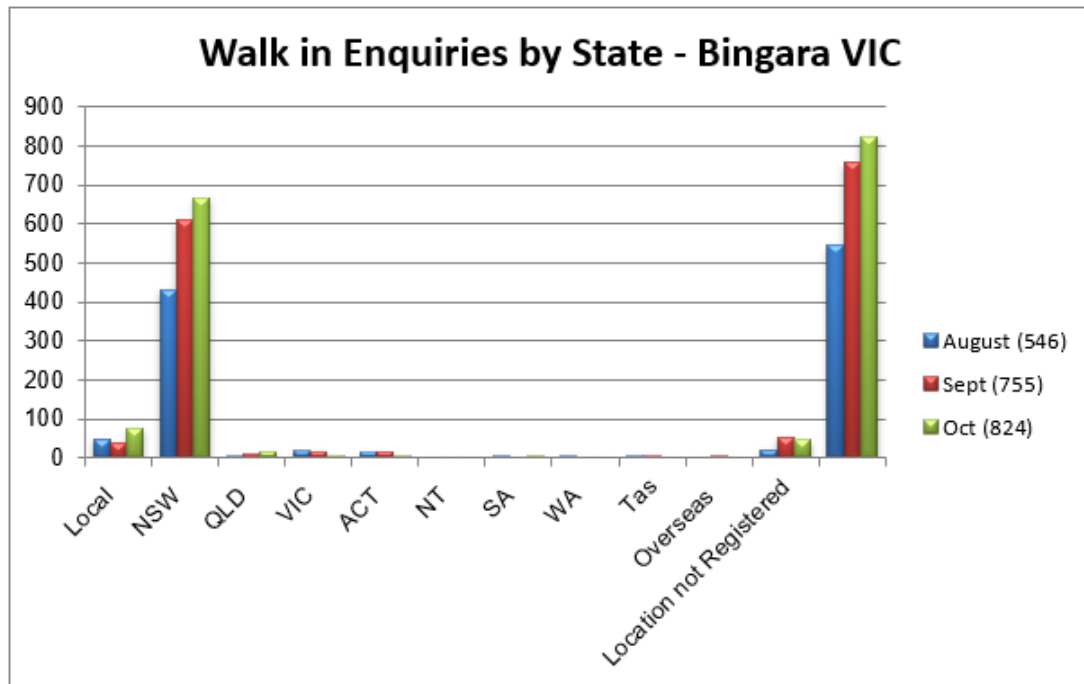
Aug 2020	Sept	Oct
Opening hrs = 165	Opening hrs = 150	Opening hrs = 150
Volunteering hrs = 22.5	Volunteering hrs = 21	Volunteering hrs = 25.5

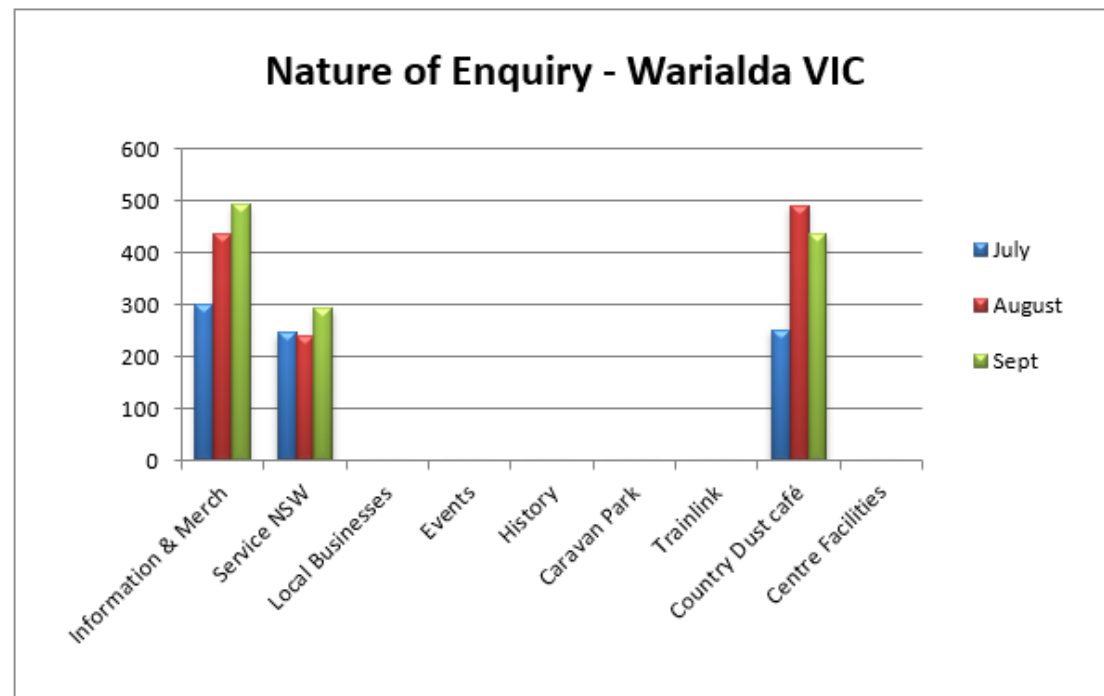
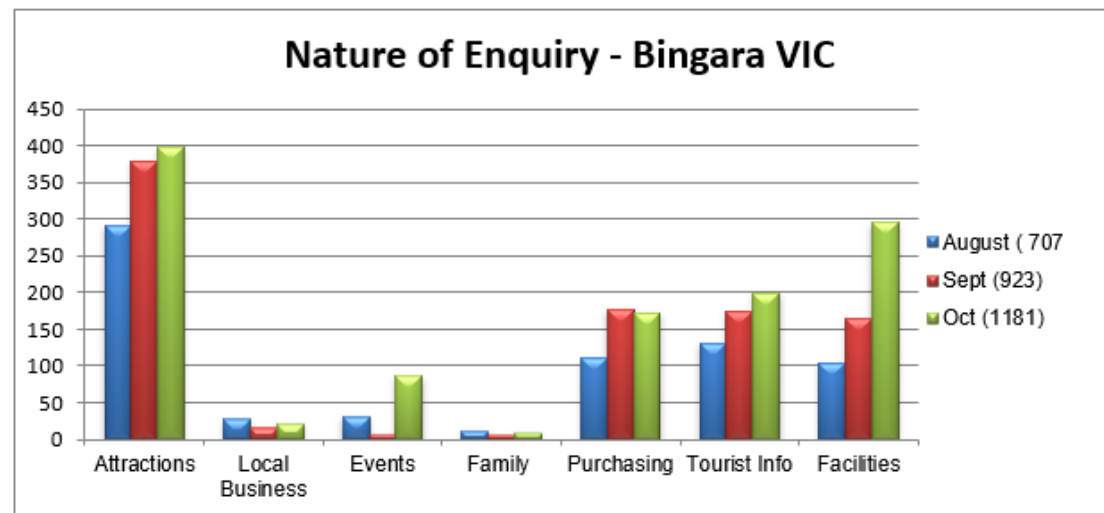
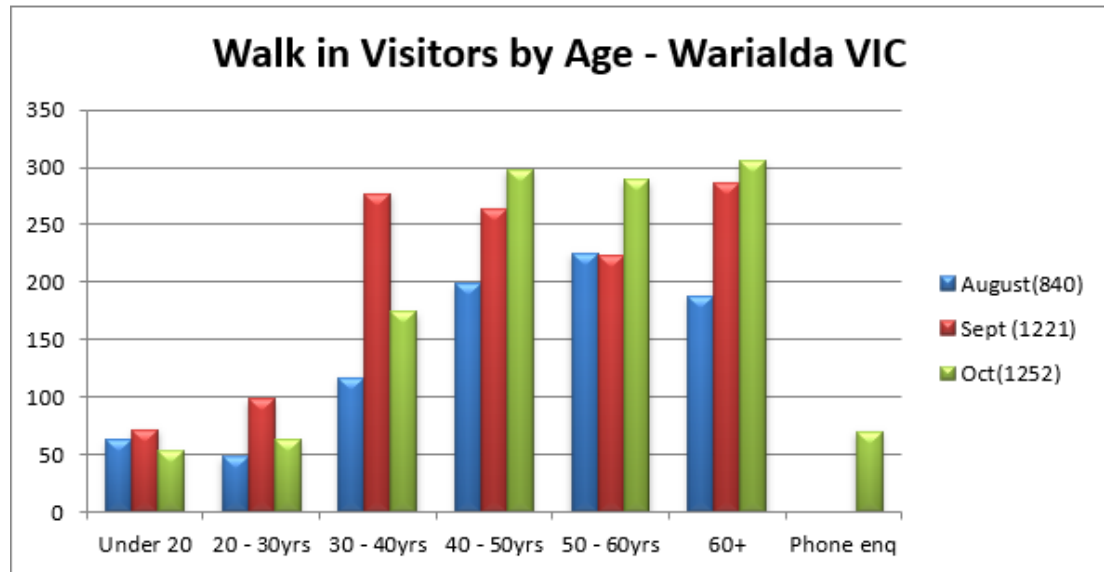
Income – Bingara VIC	\$ Aug	\$ Sept	\$ Oct
Products on consignment	44.00	62.00	24.00
Merchandise	1,421.76	1,878.54	1,884.50
Subtotal	\$1,465.76	\$1,940.54	\$1,908.50
Less payments to consignees	30.80	43.40	16.80
Monthly Income Bingara VIC	\$1,434.96	\$1,897.14	\$1,891.70
Roxy Tour Income	330.00	715.00	1,055.00
Total Monthly Income Bingara VIC	\$1,764.96	\$2,612.14	\$2,946.70

Visitors at Bingara VIC	Aug	Sept	Oct
	546	755	824

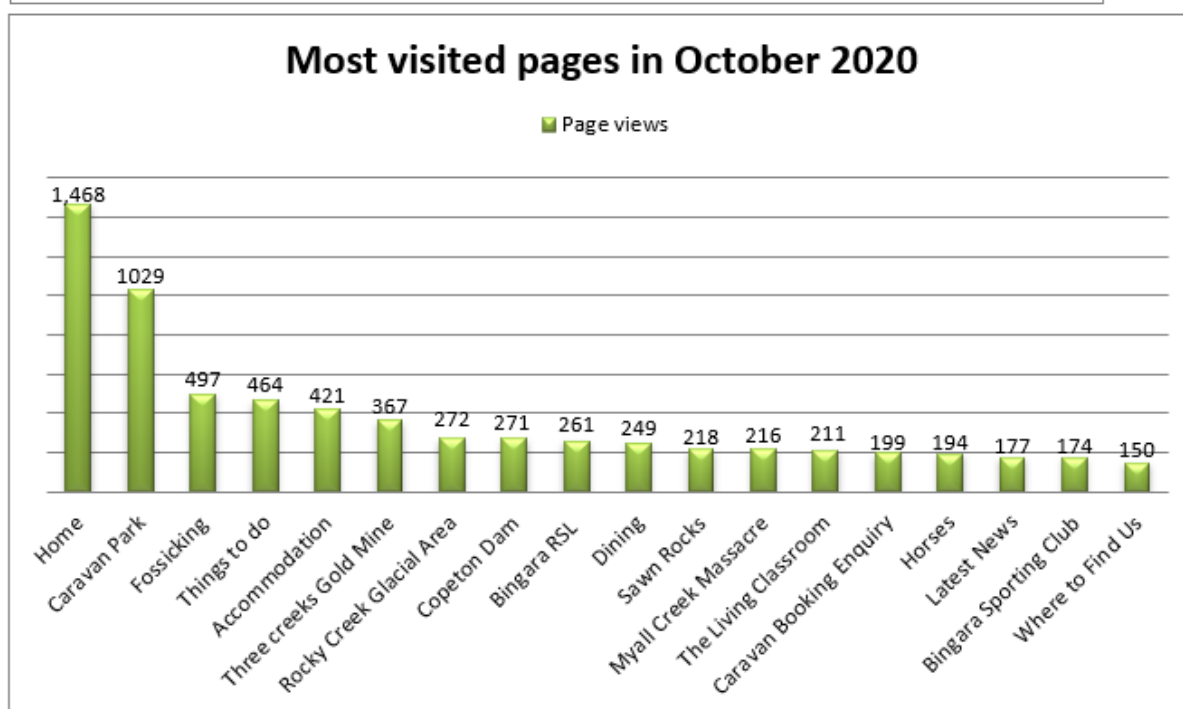
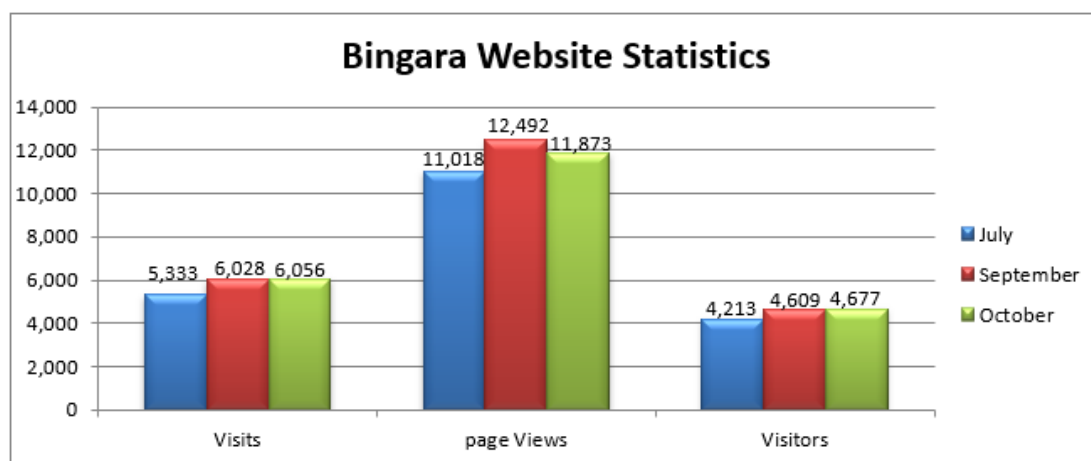
Income – Warialda VIC	\$ Aug	\$ Sept	\$ Oct
Centre hire	0	0	0
Merchandise sales	2,356.62	2,484.98	2,964.63
Subtotal	\$2,356.62	\$2,484.98	\$2,964.63

Visitors at Warialda VIC	Aug	Sept	Oct
Visitors	436	421	419
RMS clients	239	223	232
Cafe	491	547	531
Phone enquiries	n/a	n/a	70
Total Warialda VIC	1,166	1,221	1,252





Bingara Website



Data for The Gwydir, Warialda and Roxy websites was not available.

SOCIAL SERVICES – October 2020

Bingara Neighbourhood Centre

Funding body – NSW Dept of Communities and Justice

Bingara Neighbourhood Centre, in partnership with Bingara CWA and Ozharvest, is still distributing fresh fruit and vegetables as well as some grocery items to those in need from the Bingara Court House. The Ozharvest truck comes on a fortnightly basis and distributes one bag of groceries to those who attend. Over 100 bags of food were distributed at the last Ozharvest visit.

Assistance with community group grant funding is still a priority for the Neighbourhood Centre.

Centrelink

Centrelink maintained normal operations throughout October, with social distancing guidelines allowing one person in the office at a time and with extra precautions in place. A hand sanitising station is placed out daily and customers are asked to sanitise before entering the building.

Youth Service

Funding body – NSW Dept of Communities and Justice

Youth Council

A Youth Council meeting was held on Wednesday 07 October via Zoom. Planning will continue for the upcoming Youth Week event, an online Trivia Night via Kahoot will be held on 21 November. Topics for 'rounds' are close to being completed by the Youth Council members. The next meeting is scheduled for Wednesday 11 October.

Youth Mentoring Program

Month	Number of participants
August	2
September	2
October	1

The Youth mentoring program has been assisting young people with Centrelink, Medicare, job applications, behaviour management, resumes and other documents such as their trivia night questions.

Vacation Care

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

Total Points of Contact 28 th September – 1 st October	48
Number of children and families enrolled for holiday activities	14 families 15 children 13 girls 12 boys
Number of children and families enrolled for holiday activities Bingara	6 families 12 children 8 girls 4 boys 23 points of contact
Number of children and families enrolled for holiday activities Warialda	8 families 13 children 5 girls 8 boys 25 points of contact

Vacation Care was held during the first week of school holidays; two days at the Bingara Preschool and two days in Warialda at the Recreation Ground. Due to Covid-19, a combined program was not a consideration.

Activities provided throughout the program included sand art, giant noughts and crosses, pie face, musical mats, musical freeze, crocodile crocodile, bomb ball, silent ball, sonna macca dora, free colouring and drawing, and free play outside.

This program was focused on getting the children active with lots of physical activities and games planned.

Bingara Toy Library

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



Time outside at Bingara Toy Library

Bingara Toy Library statistics

Particulars	August	September	October
Total daily attendance count for children who utilised the service	137	157	150
Full borrowing memberships New/renew	1	0	0
Non borrowing memberships New/renew	2	1	4
Casual borrowing memberships. New/renew	0	0	0
Commemorative Birth Certificate – voucher memberships	11	0	0
Toys returned	0	4	7
Toys borrowed	3	7	10
Children and groups using toys	2	5	7
Monday play sessions	13	6	10
Tuesday play sessions	31	46	36
Wednesday play sessions	18	38	30
Thursday play sessions	18	12	27
KSK Program	57	55	47
Total Sessions held in October		Monday – 4 Tuesday – 4 Wednesday – 4 Thursday – 5 KSK Program - 9	

Tuesday 13 October - Bubz Biz session with the last visit from Child and Family Health Nurse. The guest speaker in October was Wendy from Moree, the McGrath Breast Care Nurse. Wendy provided an informal presentation on what to look for, how to do a self-examination and who to contact regarding breast care. A farewell morning tea and flowers were presented to Debbie in appreciation for all that she has done for the service. Seven adults and nine children attended

Monday 19 October - Preschool director visited Bingara Toy Library to give a presentation on Preschool readiness. This was an information session with handouts of enrolment packs and time for questions. Four families attended.

Tuesday 27 October - Rural Outreach visited to continue with the chat on the importance of fathers in a family and healthy relationships. Handouts were given to each family who attended. During the session, children enjoyed fresh watermelon as a treat for Children's Week. Five mums and eight children attended.

Thursday 29 October – a speech pathologist from Hunter New England Health re-visited to cover language and literacy development. Due to Covid-19, many families missed out last term due to restrictions on attendance, so a second visit was planned to allow access to all families.

Kool Skool Kids group was asked for suggestions of activities this term. Staff hope to accommodate the many suggestions by breaking the afternoon into two parts, that being 'inside time' and 'outside time'. Suggestions included general craft, water play, backyard play, board games, Christmas craft, Halloween craft, Lego, cars, army men, card games, and ball games.

The last week of October saw small occasions of celebration each session for Children's Week. Fruit, party poppers, balloons, fresh watermelon, story by Sandy and bubbles just to name a few. Each day staff spoke about the importance of children and how they have rights.

Supported Playgroup Development Worker

Funding body – NSW Dept of Communities and Justice

Warialda Toy Library	August	September	October
Total daily attendance count for children (no. of children having utilised the service calculating each day over the month)	96	110	97
Full borrowing members (new)	0	0	0
Non borrowing members (new and/or renew)	2	1	0
Casual borrowing members (new or renew)	0	0	0
Commemorative Birth Certificate applications received	0	2	0
Toys returned	0	0	0
Toys borrowed	0	0	0
Groups using the service (FDC carers, Church and Pharmacy)	4	4	4
Monday group activity morning	19	20	20
Tuesday group activity morning	22	31	13
Thursday group activity morning	25	32	34
Friday group activity morning	30	27	30
Total Sessions held in October		Monday – 3 Tuesday – 2 Thursday – 4 Friday – 3	

During October, the Warialda Toy Library celebrated Grandparents Day, a Teddy Bears' picnic, and water play day, and invited families along to join in a toddler tales experience with the Warialda librarian.

On Mondays, the Toy Library sets information to focus upon throughout the remainder of that week. On Monday 12 October, information regarding 'why explore sensory play' was delivered to families. Monday 19 October was all about screen time for children and on Monday 26 October families were provided with information regarding the importance of dramatic play.

Throughout October the opportunity for children to engage in various sensory, craft, cooking, dramatic play, story and music and movement activities was made readily available.

On Thursday 01 October children participated in a cooking morning experience. Fruit kebabs were made using a variety of fruits and children were encouraged to try all the fruit on offer.

On Tuesday 13 October bubble wrap prints were available for the children to utilise as they explored sensory elements associated with this experience.

Numbers and counting were the focus of the morning session on Friday 16 October, promoting cognitive thinking and problem-solving skills.

Children engaged in maraca making, followed by a music and movement session on Thursday 22 October.

Cognition and problem-solving skills were again encouraged on Friday 23 October as children were encouraged to engage in a memory recall activity and sequencing games and puzzle morning.

Each Wednesday the toy library is closed to regular operation and the members of Playgroup NSW are supported at the CWA hall in Warialda. During October, a total of eight children and six families attended this playgroup (with a total of 22 points of contact being made). Halloween was the significant event for this group in October with their own Halloween party being organised, inviting all community families to participate.

Wednesday also ensures all administration and any required family outreach and or support is made available to families within the community. Any referral suggestions are made, and families are free to access support services through consultation with the supported playgroup development worker whenever necessary.

On Thursday 29 October, fine motor skills were exhausted as children participated in a cutting craft experience, followed by playdough creations.

As the end of year is fast approaching, preparations for festive celebrations are now underway.

Bingara Preschool

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

Days	January
Tuesday	23
Wednesday	25
Thursday	25
Friday	25

Children's Week - The theme for Children's Week in 2020 was that children have the opportunity to attend Preschool and be happy when doing so. The theme also centers on children and their friendships. In line with the theme, Bingara Preschool celebrated 'Children's Week' by conducting the following activities:

- the children made friendship bracelets and gave it to a friend
- each child painted their hand and then the educators made the hands into a 'friendship flower'
- Bingara's librarian visited and read some wonderful books to the children
- children dressed in pink and supported the fundraiser for 'Bingara Community Comfort'. The Preschool raised \$107.
- children dressed in their favourite 'Halloween' costume and the educators planned the activities around this theme
- cooked and served the children's favourite food, 'pizza'.



Dressing up for Halloween



Friendship flower – Children's Week at Bingara Preschool

Transition to School Program - during the month of October, the children have had two more transitional lessons in preparation for formal schooling in 2021. Bingara Central School's Miss Schmidt visited the service for one of those lessons and the other lesson was conducted on the grounds of Bingara Central School. The children were very excited to walk down to the school and see the Kindergarten classroom, the playground and the canteen. Transition visits to Bingara Central School will continue in November

Liaising with Support Services - during the month of October, Bingara Preschool liaised with a variety of support services. 'Pedal' has worked closely with Bingara Preschool in creating the services profile for 2021. Brighter Access has made contact to discuss future transitional visits for the children who use Early Intervention. Bingara Central School's Counsellor has worked with the staff at Bingara Preschool to create a funding application for a child who will be transitioning next year to formal schooling. Hunter New England Health's local Speech Pathologist visited and conducted speech therapy for two children who attend Bingara Preschool.

Tharawonga Mobile Resource Unit

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

The Tharawonga team has regrouped and is working strongly together. An Educational Leader has been appointed and this has been well received by staff. The Educational Leader will work closely with the Director, helping the team to collaboratively strive towards compliance through the assessment and rating process as the service comes into scope.

A site visit from IDFM (Inclusion Support) established that a Reconciliation Action Plan would support the Quality Improvement program through Innovative Solutions.

At each venue, children have been drawing and writing on Christmas cards to their friends to keep this fading Australian tradition alive. Children have been painting paper to cover children's Christmas books. Each child has been allocated a book that is connected to their area of interest. Venue Christmas party dates have been set for early December.

Staff have been collecting cuttings from community member's gardens to prepare Waterwise gardens as a Christmas gift for every family. The five communities have been asked to provide spare pots and cuttings from succulents. We now have plenty of pots set aside and staff are busy filling them and getting cuttings established before being distributed.

Staff have continued to complete children's portfolios, transition statements and checklists. As school transition programs are limited this year (schools are not welcoming visitors) the transition statements will be providing information about children's school readiness that would normally be assessed by kindergarten class teachers.

All communities have adapted well to Covid-19 restrictions and are compliant and understanding of the changes that have necessarily been made. For example: children hold their hand out to receive hand gel and then present their forehead for temperature testing before entering venues. Parents are agreeable to not entering venues and using separate pens to sign in, before placing used pens in a separate cup for cleansing. This system is working well.

Tharawonga families and staff have been busy raising money for Canteen for children with brain cancer.

Numbers at each center are as follows:

Tharawonga Numbers of Children in care during October 2020

Day	Venue	2-3yo	3-5yo	Transition to school	Total in Attendance
Monday	Yetman		6	2	6
Tuesday	North Star	1	12	2	14
Wednesday	Yallaroi	1	4	0	5
Thursday	North Star	1	10	2	11
Thursday	Gravesend	2	13	5	15
Friday	Gravesend	2	13	5	15
Friday	Crooble	0	7	2	7

Crooble

Along with the usual program which follows children's areas of interest, several intentional teaching activities have been undertaken towards Christmas readiness. Children have made Christmas paper, written their Christmas cards and made a letterbox to post their cards as it will be impossible for them to have an excursion to a Post Office.

Checklists have been done for attending children and portfolios are almost complete. Intentional teaching has been directed towards the children who are leaving Tharawonga to begin school to ensure social, physical, and cognitive readiness.

Yetman

Families have supported Canteen for children with cancer by purchasing bandannas and pens for Bandanna Day. During Children's Week, staff hosted Teddy Bears' picnics and children have brought along their favourite teddies to participate. Children sat outside on picnic rugs and sang songs and read books about Teddy Bears.

The Yetman promotional day was cancelled due to restrictions on entering school grounds. Instead, each parent was phoned individually and spoken to about the future of the service remaining operational in the Yetman Public School grounds.

North Star

North Star residents have been relieved to have the border restrictions lifted and they are now able to operate within the 'safe bubble' and attend appointments, school, and work in southern Queensland. The Covid-19 hygiene and safety procedures adopted by Tharawonga should detect if anyone has a temperature, prior to entering the venues. Notes have been sent home asking parents to keep any child at home that shows any signs of illness that could be Covid-19 related.

The panels for the new fence around the Mary Makim Hall are now stored in the building. A collaborative partnership has been established between the

Service and North Star School for both the perimeter fence and an internet booster. Tharawonga has sent a 'letter of support' for the North Star School for a grant application through Inland Rail for an internet booster which will extend from the school to the hall if successful. The lack of internet at the North Star venue is a major safety concern in case of an emergency and a solution must be found to improve communications when Tharawonga is in the area.

North Star children have participated in both Bandanna Day and the Teddy Bears' picnic.

Inclusion Support is awaiting endorsement from IDFM to assist with payment of an extra teacher for North Star.

Gravesend

The fence at the front of Gravesend Clubhouse and at the bottom of the concrete slab is complete except for a few adjustments required. Educators have expressed that safety has improved and supervision is simplified by the smaller area. Educators have also trialled having less activities simultaneously and this has calmed the whole atmosphere.

Families have continued to support Canteen and children's brain cancer by purchasing bandannas and eye patches. During the Teddy Bears' picnic some teddies were treated to wearing bandannas.

Nature has been the focus this month with Waterwise gardens and plans being discussed for development of a Reconciliation Plan.

CUSTOMER SERVICE REQUESTS (CRMs)

CRMs Carried forward from 30 June 2020

Department	Outstanding as at 1 July 2020	Completed since 1 July	Outstanding as at 1 November 2020
Tech Services	25	18	7
Env /Sustainability	19	17	2
Town Utilities/P&G	15	12	3
Bldg Services	4	3	1
Total outstanding rec'd prior to 1 July			13

CRMs - September and October:

Department	Rec'd during Sept/Oct	Completed during Sept/Oct	Outstanding as at 1/11/2020
Tech Services	56	47	9
Env/Sustainability	49	41	8
Town Utilities/P&G	36	8	28
Bldg Services	31	23	8
Exec	2	2	0
Org and Comm Services	7	7	0
Totals	181	128	53

CRMs received since 1 July 2020 and still outstanding as at 1 November 2020

Department	Open
Tech Services	60
Env/Sustainability	53
Town Utilities/P&G	42
Bldg Services	33
Total	181

GOVERNANCE

Declarations of Interest

There were Nil Declarations of Interest for the September Committee and Council meetings.

Community Services and Planning Committee Meeting held 08 October:

Crs J and D Coulton indicated that the applicant for Development Application 29/2020 listed in Item 1 on the Agenda is a relative.

Cr Galvin indicated that the applicant for Development Application 24/2020 listed in Item 1 on the Agenda is a relative.

Council Meeting held 29 October 2020:

Cr Egan declared a less than significant pecuniary interest in Item 4 'Gwydir River Foreshore Management Plan' as a neighbouring property owner.

Councillors D and J Coulton declared a non-pecuniary interest in Item 2 'Recommendations from the Standing Committee Meetings' due to a relative having a Development Application mentioned in a Committee Report.

Cr Moore declared a non-pecuniary interest as a member of the Warialda Rotary Club in Item 6 'Correspondence from Rotary Club of Warialda'.

COMMUNITY ASSETS – September / October reportCaravan Parks

Permanent residents of the Bingara Riverside Caravan Park have had their lease agreements updated, along with *Park Rules for Long-Term Residents* and *Site Condition Reports*.

The caravan parks have seen a steady influx of visitors from across the state. Both parks continue to operate in accordance with Council's Covid-19 safe plans.

New kitchen items have been purchased for the Bingara Caravan Park's cabins.

Swimming Pools

Bingara Pool

During the reporting period the following work was undertaken at the Bingara Pool:

- High resolution digital scans of artwork have been completed
- Shade sails installed over the splash program pool
- Concrete concourses, form work and pour completed
- Tiling of the 25 metre pool completed
- Slabs for Activities Centre poured
- Construction of new pump and plant rooms
- Demolition of existing skillion and amenities block privacy screens
- Turf laid and informal landscaped area completed
- New Spanline cover installed.



Tiling in progress



New activities centre taking shape



New shade sails installed



New turfed lawn areas



New turf



Spanline skillion

Warialda Pool

Renovations of the amenities block at the Warialda Swimming Pool have been completed. Works included hot water installation, construction of two new all access amenity areas, installation of new partitions, installation of new toilets and sinks, installation of new guttering in the female internal amenity area, floor tiling, painting, installation of benches, and replacement of external stormwater and sewage systems.

The pool opened on Saturday 24 October, a little later than normal due to the extended renovation works.

Cranky Rock

Cranky Rock continues to attract many visitors from New South Wales.

Barbeques and picnic settings from the Bingara Swimming Pool have been rehomed at Cranky Rock.

Month	Powered sites	Unpowered sites	Total
August	156	56	212
September	194	152	346
October	191	107	298

Gwydir Libraries Branch activities until 26 September 2020

Please note that the librarian was on leave in October and the report for this period will be provided in December 2020.

Be Connected Tutorials for seniors

	Participants for period
Bingara	12
Warialda	4
Total	16

Library Statistics

	Bingara	Warialda	Gwydir
Door Count	1322	620	
Loans	1260	640	
New members	8	4	
e-resource users			37
Downloads			178
PC usage	183	52	
WIFI usage	260	110	
Programs	28	17	
Adult program attendees	78	4	
Children program attendees	212	35	
Personal home delivery	20	13	
Institution delivery	3	0	

Gwydir Libraries successfully gained \$2,000.00 funding from Good Things Foundation for Get Online Week which is part of the Be Connected Internet tutorials for senior's program. The money will assist with hosting programs, and the purchase of iPads for use across the entire shire.

Council's Cleaning Contract

Following a four week trial, Bingara and Warialda CHSP staff commenced cleaning their own workspaces.

Onescope terminated the contract with Gwydir Shire Council effective 15 November 2020. Council is now employing casual staff and advertising for cleaners and caravan park staff.

Property Management

Residents of Plunkett Street and Holden Street units in Warialda have had their lease agreements renewed.

Unit 7/ 40 Plunkett Street Unit is currently occupied by a Council officer from 3 October 2020.

During the reporting period, tenants vacated 113 Long Street, Warialda.

Myall Creek Site Management

A native garden has been planted by members of the Friends of Myall Creek committee on 17 September. This also included the installation of plant identification signage.

The bollards, which form a vehicle barrier to the site, have been painted with linseed oil.

Gyms

Council gyms were re-opened on 23 October in accordance with NSW Government guidelines.

CONSULTATION

Consultation has occurred within the Organisation and Community Services directorate.

POLICY IMPLICATIONS

Policy implications are those relating to the 2020/2021 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 Services Department are in line with the 2020/2021 Operational Plan.

SUSTAINABILITY IMPLICATIONS (Social and Environment)

The activities undertaken by the Organisation and Community Services Department regarding social and environmental factors are targeted in line with the 2020/2021 Operational Plan.

OFFICER RECOMMENDATION

THAT the monthly Organisation and Community Services report for October be received

ATTACHMENTS

AT- Naroo Bond Report October 2020

Naroo Bond Report – October 2020

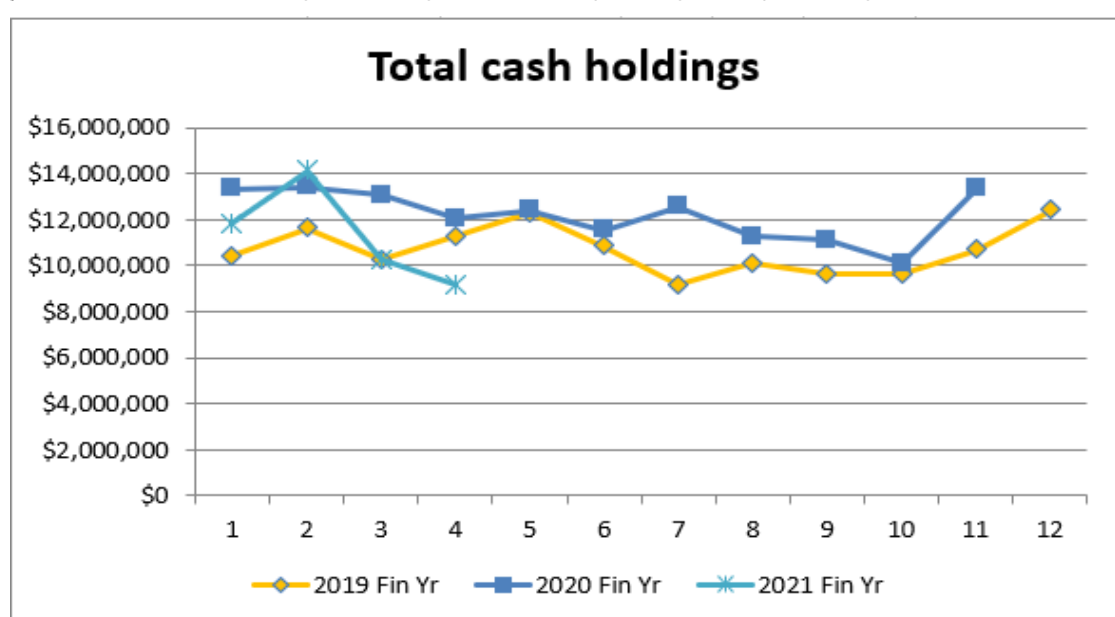
Multi Facility Summary
 Active Accommodation Bonds / Payment Schedule - Summary
 As at 31/10/2020

Printed Date: 31/10/2020, Last Edit: 30/09/2020

FACILITY NAME	Pre 1 July 2014 Payment Arrangements [Bonds]	Agreed Bond	Part Lump Sum Amount	Total Payment Amount	Lump Sum Amount Outstanding	Total Bond Balance Outstanding	Total Retention Deductions	Total Interest Deductions	Total Care Fee Deductions	Total Total Other Deductions	Balance
	Post 1 July 2014 Payment Arrangements [RADS/RACs]	Agreed Price	Agreed RAD/RAC Portion	Total RAD/RAC Received	Total RAD/RAC Outstanding	Agreed DAP/DAC Portion	Total DAP/DAC Deductions	Total Care Fee Deductions	Total Total Other Deductions	Balance	
NAROO AGE CARE FACILITY											
Bonds	\$32,097.73	\$32,097.73	\$32,097.73	\$32,097.73	\$0.00	\$0.00	\$10,896.51	\$0.00	\$0.00	\$0.00	\$21,211.22
RADS/RACs	\$2,202,439.61	\$1,590,817.05	\$1,622,884.78	\$1,622,817.05	-\$35,000.00	\$571,822.56	\$0.00	\$0.00	\$0.00	\$0.00	\$1,622,817.05
TOTAL	\$2,234,507.34	\$1,622,884.78	\$1,657,884.78	\$1,657,884.78	-\$35,000.00	\$571,822.56	\$0.00	\$0.00	\$0.00	\$0.00	\$1,647,028.27
GRAND TOTAL	Bonds	\$32,097.73	\$32,097.73	\$32,097.73	\$0.00	\$0.00	\$10,896.51	\$0.00	\$0.00	\$0.00	\$21,211.22
RADS/RACs	\$2,202,439.61	\$1,590,817.05	\$1,622,884.78	\$1,622,817.05	-\$35,000.00	\$571,822.56	\$0.00	\$0.00	\$0.00	\$0.00	\$1,622,817.05
TOTAL	\$2,234,507.34	\$1,622,884.78	\$1,657,884.78	\$1,657,884.78	-\$35,000.00	\$571,822.56	\$0.00	\$0.00	\$0.00	\$0.00	\$1,647,028.27

N:/2020/Naroo Reports/October Monthly Report

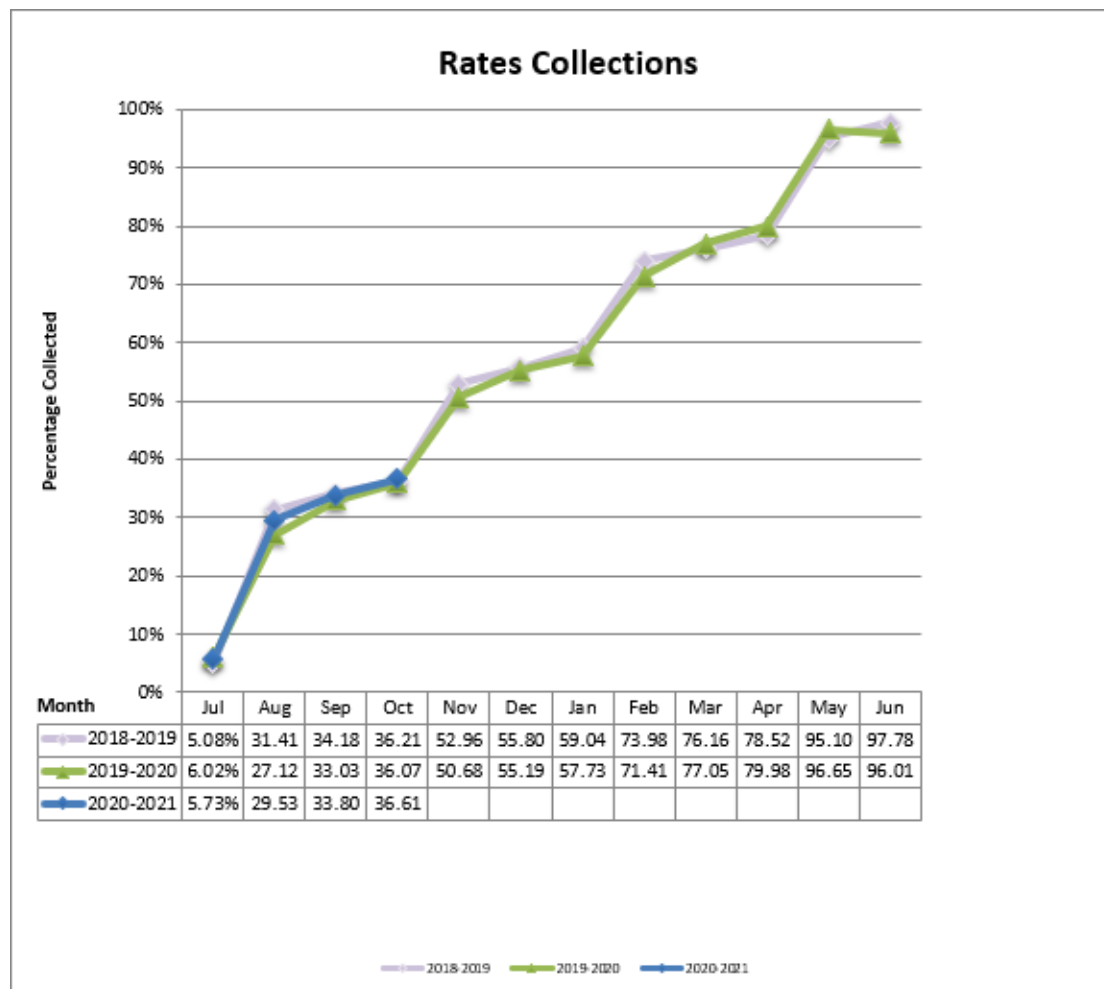
Cash and Investments	
Total Investments	
Direct Investments	\$3,000,000.00
Managed Funds	\$5,557,325.12
Grand Total Investments	\$8,557,325.12
Total Cash and Investments	
Investments	\$8,557,325.12
Cash at bank	\$ 629,570.99
Grand Total Cash and Investments	\$9,186,896.11
General Fund Cash	
Total cash and investments	\$9,186,896.11
LESS:	
Water fund*	-\$483,285.67
Sewer fund*	-\$1,556,975.86
Waste fund*	-\$1,558,109.54
Other restrictions:	
Employee leave entitlements*	-\$900,000.00
Carry over works in progress*	-\$550,000.00
Asset replacement*	-\$1,200,000.00
Bonds and deposits	-\$1,696,126.10
Unexpended grants*	-\$871,000.00
Developer contributions	-\$291,000.00
*These figures may change with end of year processing	
Discretionary General Fund Cash	\$80,398.94



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

RATES COLLECTIONS

The graph below represents a comparative of the percentage collections for the current year against the two previous rating years. The current years collections are up to 31 October 2020.



OFFICER RECOMMENDATION

THAT the report be received

ATTACHMENTS

There are no attachments for this report.

Item 6 Monthly Engineering Services Report for October 2020**FILE REFERENCE** 20/27422**DELIVERY PROGRAM****GOAL:** 5. Organisational Management**OUTCOME:** 5.1 CORPORATE MANAGEMENT**STRATEGY:** 2.1.1 Plan for and develop the right assets and infrastructure - TS -external**AUTHOR** Manager, Engineering Services**IN BRIEF/ SUMMARY RECOMMENDATION**

The monthly Engineering Services report has been identified by Council as the process of reporting the activities carried out monthly by the Engineering Department which includes Engineering and Design and Assets sections.

COMMENT**Engineering Services**North Star Road – Flaggy

Construction is complete at the Flaggy segment of North Star Road with sealing taking place in October. The project was 9.1km to 11km from Warialda Road. Works included raising existing pipe culvert headwalls and the upgrade of existing 450mm pipe culverts to 600mm. The basalt clay subgrade was lime stabilised and manufactured DGB20 gravel used for the base and subbase. The project took approximately 12 weeks and was delivered under budget using funds from the Transport for NSW (TfNSW) Repair Program and Block Grant.



North Star Road – Flaggy, Construction

Gravel Resheeting.

SR014 Mosquito Creek Road

Work was carried out on a 4.8km section approximately 25km from Stephen Street.

A number of pipe culverts were extended while staff were in the area and the road maintenance graded where required.



SR14 Mosquito Creek Road, Gravel Resheeting

SR16 Trevallyn Road

Gravel resheeting of two sections on SR16 Trevallyn Rd, 1.8km and 2.4km long were completed during October. The works had been scheduled for earlier in 2020, but were delayed due to wet weather.



SR16 Trevallyn Road, Gravel Resheeting

As well as the above resheeting works, staff have also carried out repairs on SR17 Back Creek Rd, SR38 Adams Scrub Rd, SR57 Currangandi Rd, and SR115 Riverstone Rd to improve all-weather access.



SR17 Back Creek Road



SR38 Adam Scrub Road



SR57 Currangandi Road



SR115 Riverstone Road

SR31 Eulourie Road

Work was also carried out on the northern approach to the Horton River Crossing on SR31 Eulourie Rd at 'Eulourie'. This involved shape correction and widening due to the increasing number of heavy vehicles losing traction and becoming stuck upon exiting the causeway.



SR31 Eulourie Road

The Living Classroom

Work is on hold at The Living Classroom (Cattle Club Work) until after the Bingara Pool is completed.

MR63 Segment 5255 'Beaufort'

Works are now fully completed on the MR63 'Beaufort' project, with a final 14mm bitumen reseal programmed for next season. These works were funded by TfNSW through the RMCC contract.



MR63 'Beaufort' Construction

Construction

2 Mile Hill and Delungra Road

Earthworks and bitumen sealing are now complete for the two Big River Dreaming rest stops at the 2 Mile Hill (intersection of Delungra Road and Allan Cunningham Road) and Sheep Station Creek (intersection of Delungra Road and Sheep Station Creek Road). These rest stop areas are funded through Restart NSW and will form part of the Big River Dreaming – Water Weaving Way Project.



*Sheepstation Creek
Road site*



2 Mile Hill site

HW12 Segment 8270

'Moree LGA BDY' – Work crews have now started rehabilitating segment 8270 on the Gwydir Highway, west of Gravesend. These works will involve shoulder widening, incorporating additional material with existing, and placing a 150mm overlay with a 7mm primer seal wearing surface. This project is expected to take 6 weeks to complete, is programmed to have a seal before Christmas and line marking finalised in January. These works are funded by TfNSW through the RMCC contract

SR257 Kirkton Road

Works have been completed on Kirkton Road to remove a causeway and install a triple cell 600 pipe culvert.



New culvert on SR257 Kirkton Road

Maintenance

Staff have been working on vegetation control during October. Weed spraying and sucker bashing has been undertaken on the following roads: SR18 Gineroi Rd, SR19 Whitlow Rd, SR12 Upper Whitlow Rd, SR23 Wearnes Rd, SR3 Elcombe Rd, SR66 Reserve Creek Rd, MR63 Cobbadah Rd, MR133 Killarney Gap Rd, MR132 McIntyre Rd and MR134 Delungra Rd.

Footpath maintenance

Southern construction staff have addressed trip hazards in Cunningham Street and Maitland Street by re-laying uneven pavers and grinding concrete lips where appropriate. These works will continue throughout the year.

Signs to indicate 'No truck parking overnight' have been installed in Cunningham Street Bingara, between Junction Street and Memorial Avenue. Spraying has been undertaken along northern regional roads and guidepost maintenance on both regional and shire roads. Whipper snipping has been conducted at rest areas. Staff have pushed up the tips at Warialda Rail and Gravesend and undertaken general street maintenance. In addition, optic fiber has been laid along the Warialda bypass and trees planted around the truck wash.

Maintenance Grading

Grading has been carried out on SR16 Trevallyn Rd, SR57 Currangandi Rd, SR45 Bereen Rd, SR11 Horton Rd, SR50 Thornleigh Rd, SR115 Riverstone Rd, SR034 River Rd, SR257 Kirkton Rd and SR014 Mosquito Creek Rd.

Seal Maintenance

Seal maintenance is ongoing on all state, regional and local roads.

Slashing

Roadside slashing was carried out on the following roads during October:

MR134 Delungra Rd, SR18 Gineroi Rd, SR22 Upper Bingara Rd, SR15 Gulf Creek Rd, MR132 McIntyre Rd, SR19 Whitlow Rd, Bingara Airstrip, MR63 Allan Cunningham Rd / Cobbadah Rd, SR3 Elcombe Rd, SR1 Copeton Dam Rd, SR2 Bundarra Rd, RR7705 North Star Rd and SR63 Gil Gil Creek Rd.

Design and Assets

Bingara Pool – Entrance

This project is the entry way into the new kiosk for the Bingara Pool. The new entrance will be 1.8m wide and will be constructed to all accessible standards. The earthworks have commenced, with concrete booked in for the second week in November.

Inland Rail – North Star to the QLD Border

The Engineering Services team has provided feedback on the Environmental Impact Statement for the North Star to Border project on the NSW Major Projects Portal. The team has also been in constant contact with the Narrabri to North Star team about construction and any other issues that could arise from this section, where construction is scheduled to commence in early 2021

Delungra Road

Survey has been commenced for the rehabilitation of an 800m segment of Delungra Road. The segment is a missing link between two recently completed rehabilitations near Gwydir/Inverell LGA boundary and is intended to be funded through the TfNSW Block Grant.

Keera Street Footpath

Survey has been commenced for investigation into a footpath linking Keera Street and Junction Street to Finch Street, Bingara. Preconstruction investigation and design is expected to be finalised by January 2021.

Roads Maintenance Council Contract (RMCC) – Work Orders issued by TfNSW

All Work Orders issued by TfNSW are quality assurance schedule of rates projects carried out by Council staff under the Roads Maintenance Council Contract with TfNSW.

Design drawings for segment 8270 on HW12 Gwydir Highway have now been approved by TfNSW and are in the signoff stage. A Works Proposal and documentation will now be processed and submitted for approval to TfNSW, with works scheduled to start in the next two weeks. Design drawings for segment 5150 on MR63 Fossickers Way are still being reviewed by TfNSW with works around two large box culverts within the segment currently holding up the approval. Segment 5255 Beaufort Rehabilitation works are now completed, with crews currently shifting gear to prepare for the next rehabilitation project on HW12 Gwydir Highway. The additional safety upgrade project on the Gwydir Highway, segment 8265, is still currently in the design stage, with TfNSW reviewing the concept design. This financial year will see Council's usual RMCC maintenance program completed throughout the year, the resealing of approximately 13 segments throughout the Shire and approximately 4 weeks of heavy patching and a further 4 weeks of reseal preparation. This will all be in addition to the previously mentioned rehabilitation projects throughout MR63 Fossickers Way and HW12 Gwydir Highway. 50% of the resealing program is likely to be completed before Christmas, with a contractor now chosen, while heavy patching is yet to be scoped out and is likely to be undertaken early next year.

Routine maintenance continues each week undertaking inspections, rest area services, vegetation control and bitumen repairs.

CONCLUSION

The activities carried out by the Engineering Department are in line with the 2020/21 Management Plan and otherwise directed.

CONSULTATION

Consultation is carried out within the Technical Services Department during the monthly Technical Services team meetings and other relevant persons.

OFFICER RECOMMENDATION

THAT the monthly Engineering Services Report for October 2020 be received

ATTACHMENTS

There are no attachments for this report.

Robyn Phillips

From: Chris Beard <glorugs@bigpond.com>
Sent: Tuesday, 17 November 2020 2:05 PM
To: Robyn Phillips
Subject: Fwd: Bingara Campdraft committee

Sent from my iPhone

Begin forwarded message:

From: Chris Beard <glorugs@bigpond.com>
Date: 17 November 2020 at 10:53:03 am AEDT
To: Christopher Beard <glorugs@bigpond.com>
Subject: **Bingara Campdraft committee**

Morning Robyn,

As discussed there are a number of locals that are interested in getting together to form a Campdraft committee in Bingara, the aim of the committee would be to run annual Campdraft competitions along with training days for anyone interested in Campdrafting. The committee was hoping to become a user group of the Bingara Showgrounds to use the facility and help where possible.

Regards
Chris Beard

Sent from my iPhone