



G W Y D I R
SHIRE COUNCIL

NOTICE OF MEETING

NOTICE is hereby given that a **Meeting of the Community Services and Planning Committee** will be held in the Roxy Meeting Room, Blingara, on **Thursday 8 October 2020** (commencing at **9.30am**) to discuss the items listed in the Agenda.

Your attendance is respectfully requested.

Yours faithfully,

A handwritten signature in black ink, appearing to read 'Max Eastcott'.

Max Eastcott
General Manager

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GWYDIR SHIRE COUNCIL

BUSINESS PAPER

AGENDA

COMMUNITY SERVICES AND PLANNING COMMITTEE October 08, 2020 9.30am

OFFICIAL OPENING AND WELCOME – MAYOR

APOLOGIES

CONFIRMATION OF THE MINUTES

RECOMMENDATION:

THAT the Minutes of the Community Services and Planning Committee held on Thursday, September 10, 2020 as circulated be taken as read and CONFIRMED.

THAT the Minutes of the Confidential Community Services and Planning Committee held on Thursday, September 10, 2020 as circulated be taken as read and CONFIRMED.

PRESENTATION

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

COMMITTEE OF THE WHOLE - CONFIDENTIAL ITEMS

- 1. Sale of old Bingara Shire truck and Original Roxy Cafe furnishings**

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.

2. Closed - Organisation and Community Services Report for September 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 Monthly Executive Report for September 2020**FILE REFERENCE** 20/22713**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**

The monthly Executive report details the activities carried out by the Department during the months of September 2020. This report is for information.

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.

PLANNING and DEVELOPMENT

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

No.	Property Description	Development/ Work	\$	D/A	S96	CDC
12/2020	M J and J H Randall Lot 20 DP 754823 284 Horton Road Cobbadah	1000 Head Cattle Feedlot	\$40,000	✓	-	-
18/2020	G A and J G Mack Lot 48 DP 751099, Lot 2 DP 943439 and Lot 1 DP 34756 709 Eden Forest Road Gravesend	2 Lot Rural Subdivision – Proposed Lot 1 with an area of 286.8Ha and Proposed Lot 2 with an area of 381.3Ha	-	✓	-	-
23/2020	C J and A K George Lot 9 Section 1 DP 758578 43 Adams Scrub Road Delungra	Garage	\$10,000	✓	-	-
24/2020	B J and B J Craddock Lot 150 DP 46809 21-29 East Street Bingara	Continued use of existing Garage used for storage and vehicles	\$19,900	✓	-	-
25/2020	N L Christie and S A Bussell Lot 1 DP 964423 18 Christie Street Warialda	Garage	\$9,900	✓	-	-
26/2020	B J Pryor Lot 18 Section 27 DP 759052 95 High Street Warialda	Garage	\$18,000	✓	-	-

28/2020	C A Kerr Lot 20 DP 1202798 12 Ironbark Drive Warialda	Garage	\$13,000	✓	-	-
6/2020	M S & F A Young Lot 13 Section 37 DP 758111 8 Finch Street Bingara	Double Carport	\$3,000	-	-	✓

The following Development (D/A)/Complying Development (CDC) and Development Modification (s96) applications remain outstanding at the end of September 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 'Barak' 163 Upper Whitlow Road Whitlow - 20,000m ³ 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 - 15,000m ³ 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 Taroona 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 - 10,000m ³ Gravel Quarry	Awaiting assessment finalisation by planning consultant	✓	-	-
11/2020	Marinai Pty Ltd 7114 North Star Road North Star - 30,000 tonne 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	Being advertised, exhibited on Council's website and written notification have gone out to neighbouring properties – Submission period of 21 days	✓	-	-

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

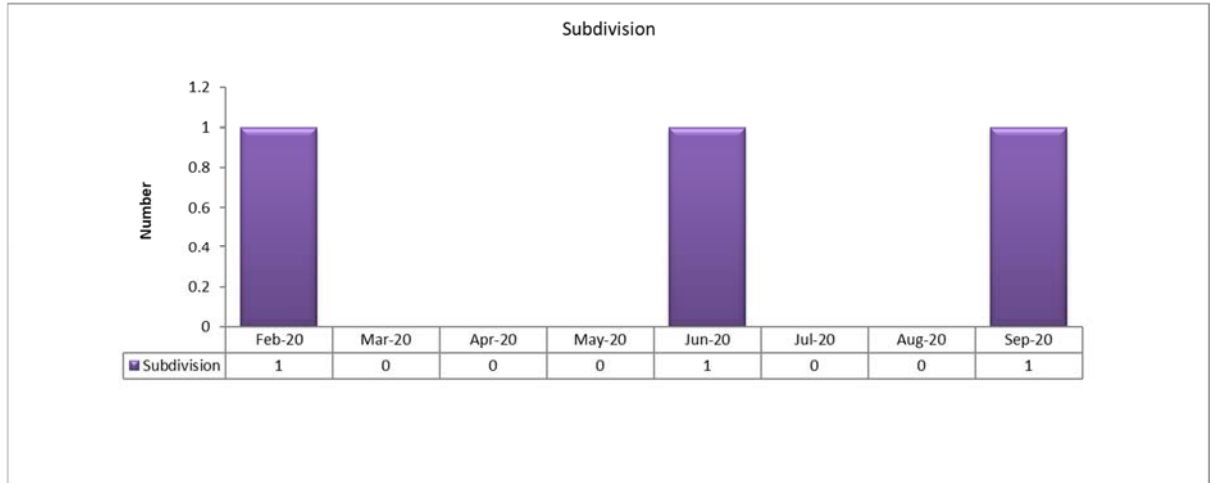
There were no Development (D/A)/Complying Development (CDC) and Development Modification (s96) application/s was refused(R)/ withdrawn (W)/ Cancelled (C) during the month of September 2020.

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

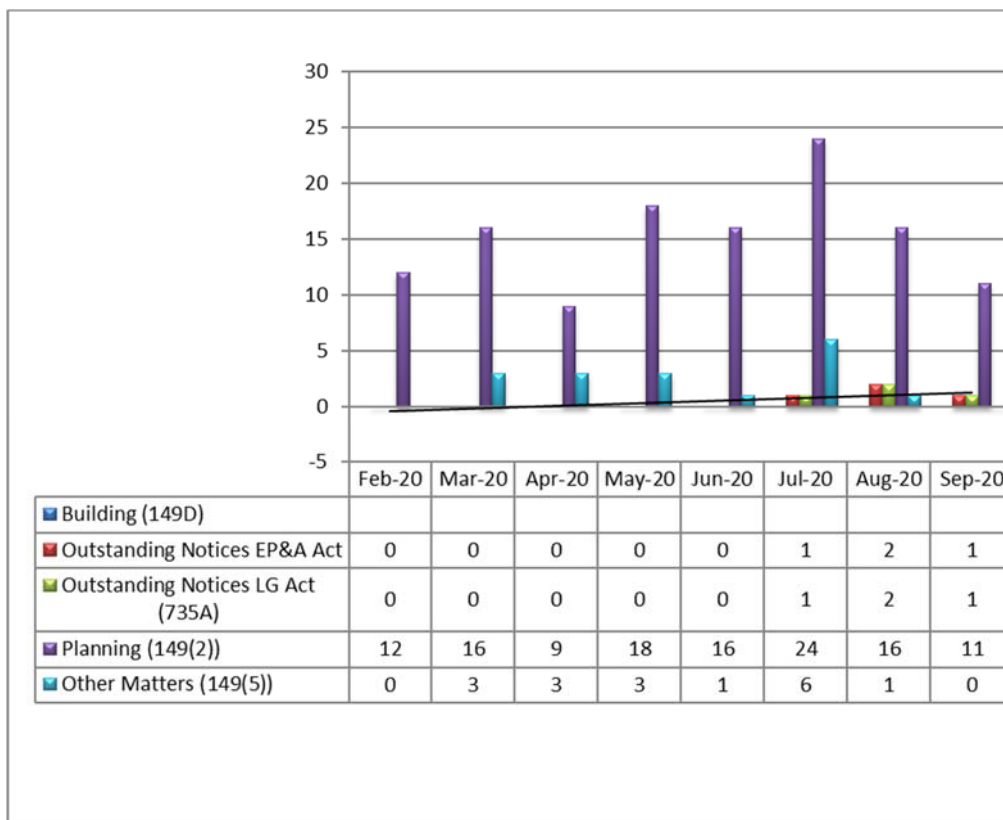
There were no Development (D/A) and Complying Development (CDC) applications determined where there has been a variation in standards under SEPP 1 or clause 4.6 of the Gwydir Local Environmental Plan 2013 during the month of September 2020.

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

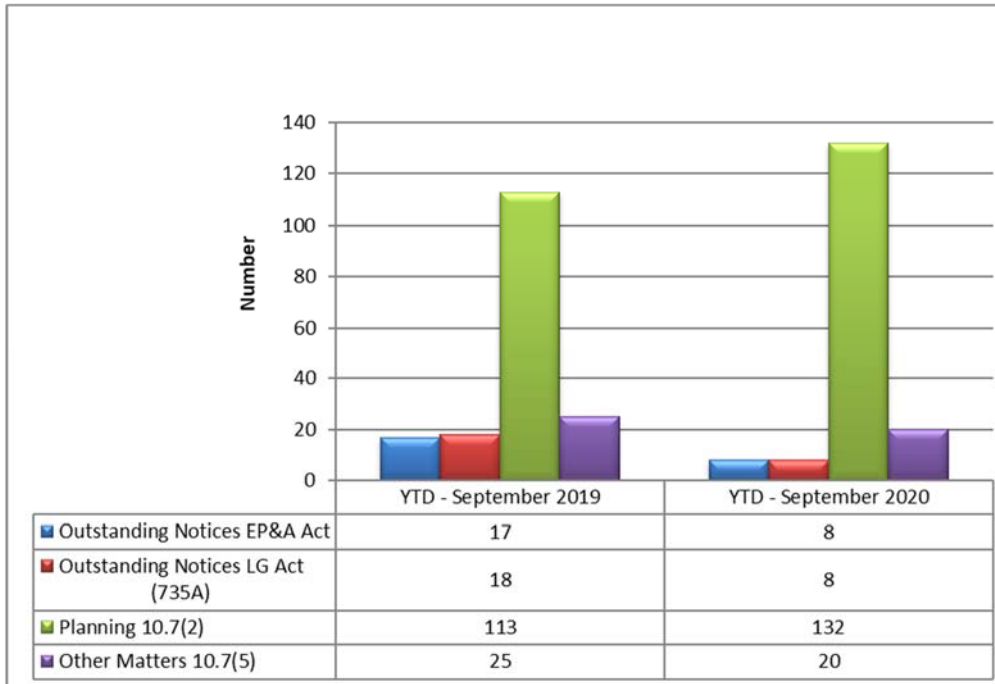
YTD September 2020 (includes private certifier lodged applications)



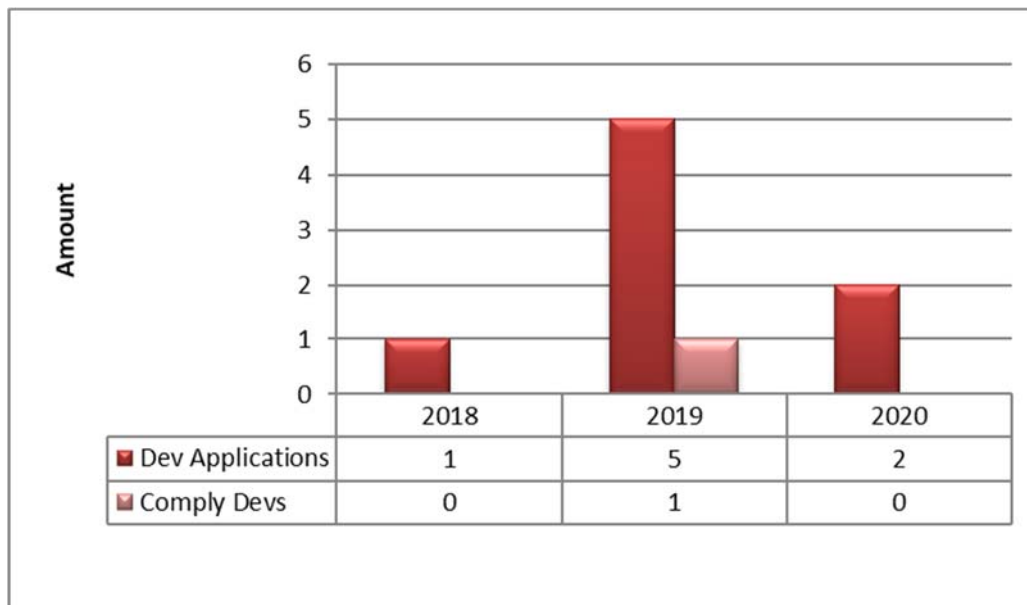
The following graph shows Conveyancing Certificates were issued during the month of September 2020 compared to the previous seven (7) months



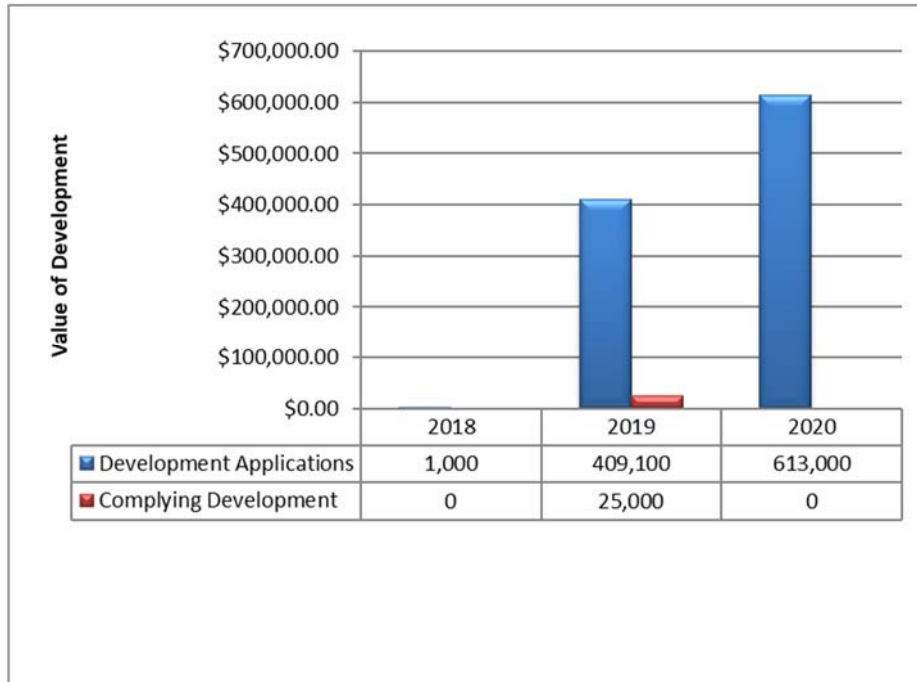
The following graph shows the number of Conveyancing Certificates issued up to and including the month of September 2020 compared with the same period in 2019.



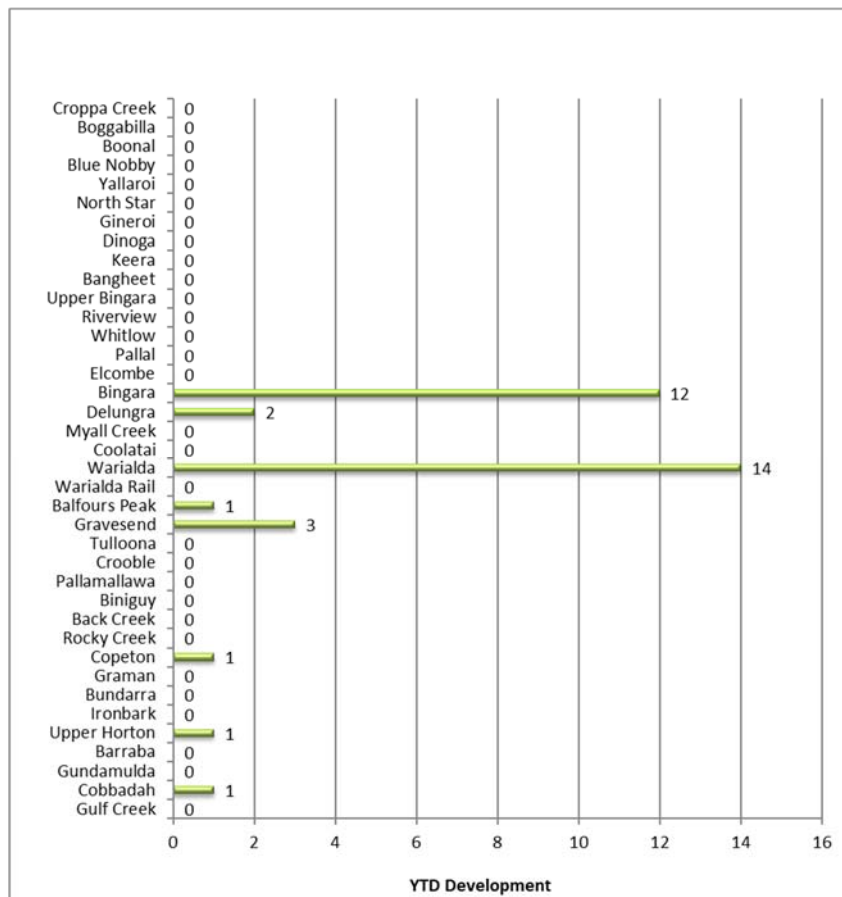
The table below shows a comparison between total applications lodged during the month of September 2020 compared to the same period in the previous two years (excluding private certifier lodged applications).



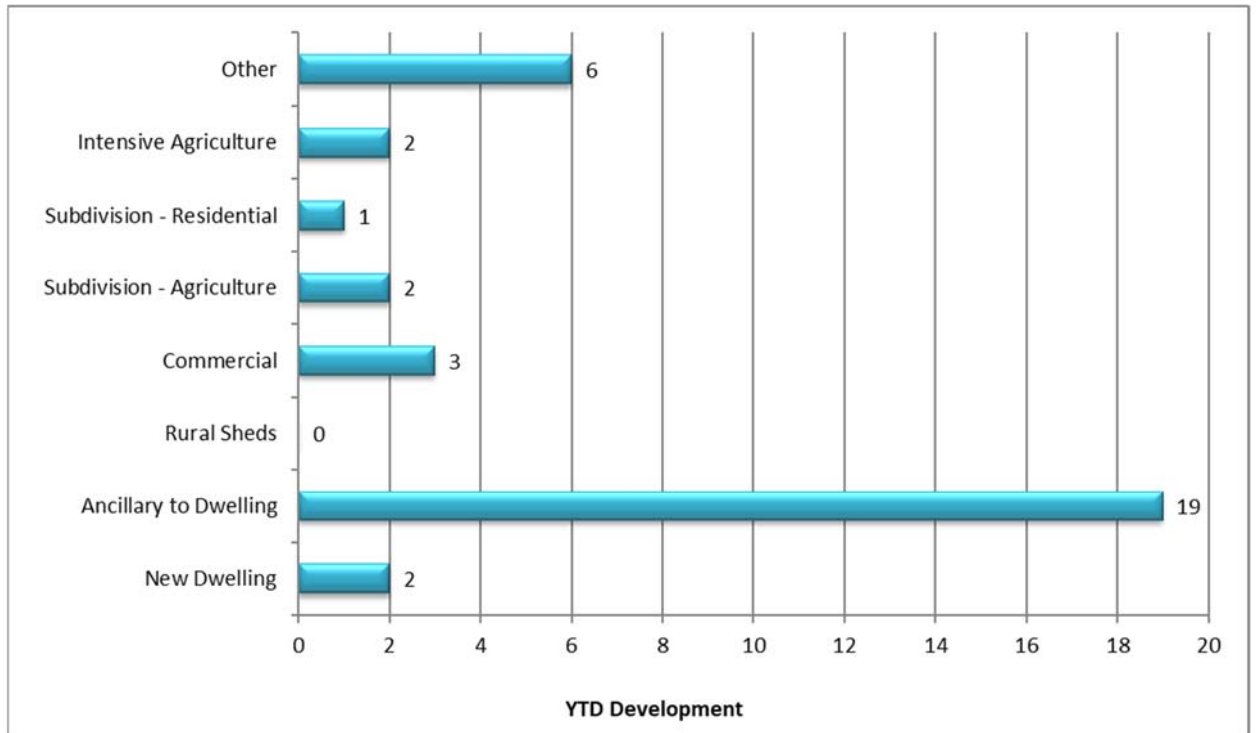
The table below shows a comparison between total value of applications lodged during the month of September 2020 compared to the same period in the previous two years (excluding private certifier lodged applications).



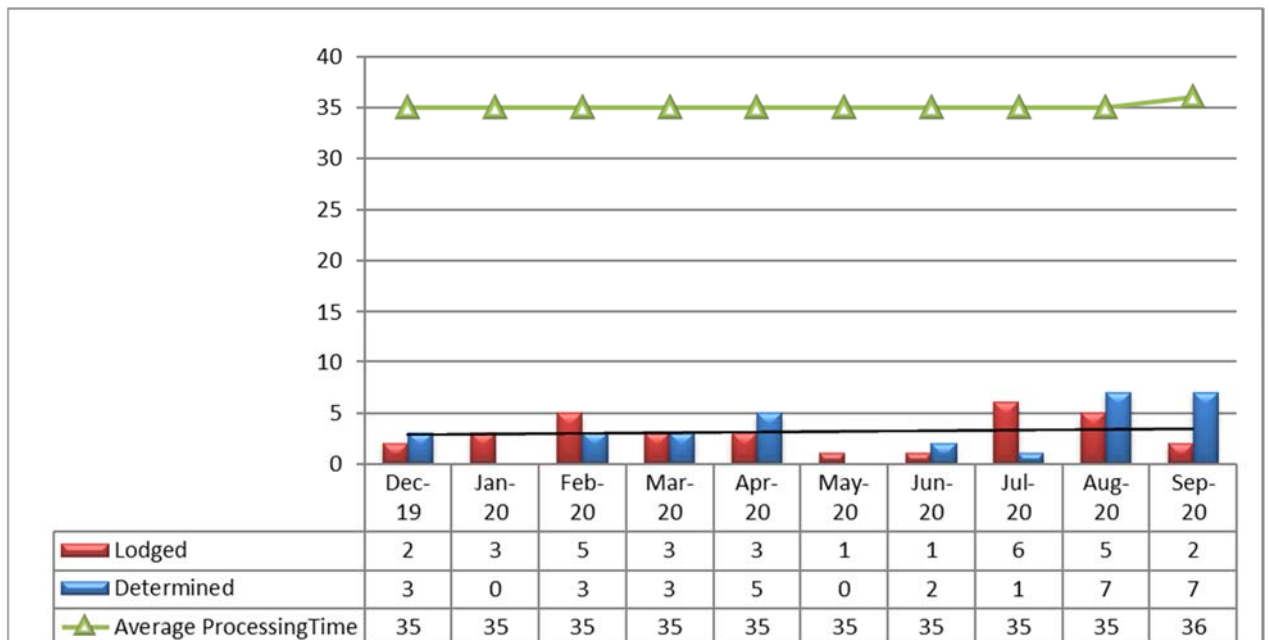
Development Applications Received for the year by locality – YTD September 2020 (includes private certifier lodged applications)



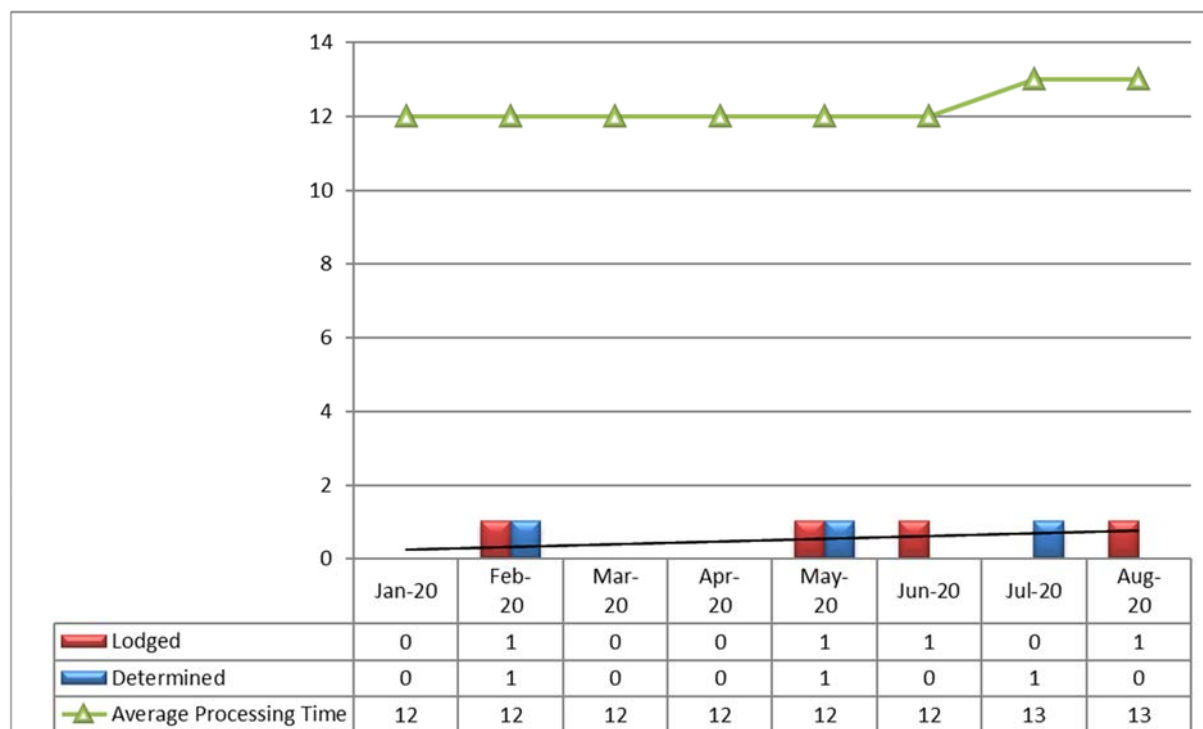
Development Applications received for the year by type – YTD September 2020 (includes private certifier lodged applications)



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



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



Environment and Sustainability Department 29th August 2020 to 25th September 2020

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

- Overgrown properties
- Food premises design and fit-out
- Food handling practices
- Mobile food vendors
- Licensing
- Water carting
- Pet ownership

Compliance and Regulatory Control

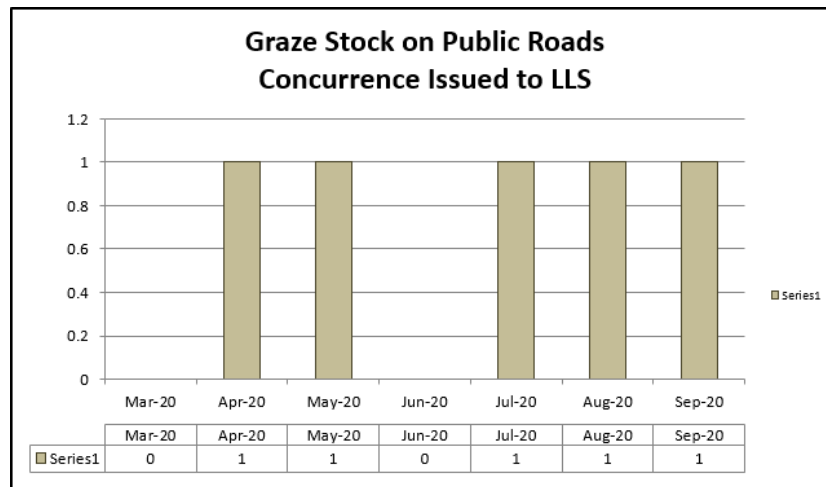
Council received complaints regarding roaming stock and dogs, noise, the keeping of animals and other concerns during the month of September 2020. These are investigated and actioned as necessary.

Information to provide a comprehensive overview of the activities for the month was not available at the time of this report and will be included in future reporting for the department.

Grazing Permits

As the Consent Authority for road reserves Council has issued concurrence to the North West Local Land Services for one Roadside Grazing Permit during

the month of September 2020. Favorable 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 shows the applications received August 2020 compared to the previous 6 months.



Riverside Camping

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

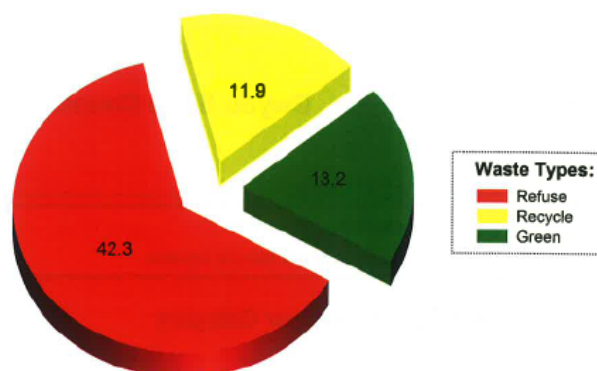
Camping figures were unavailable at the time of the report

Waste Services

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



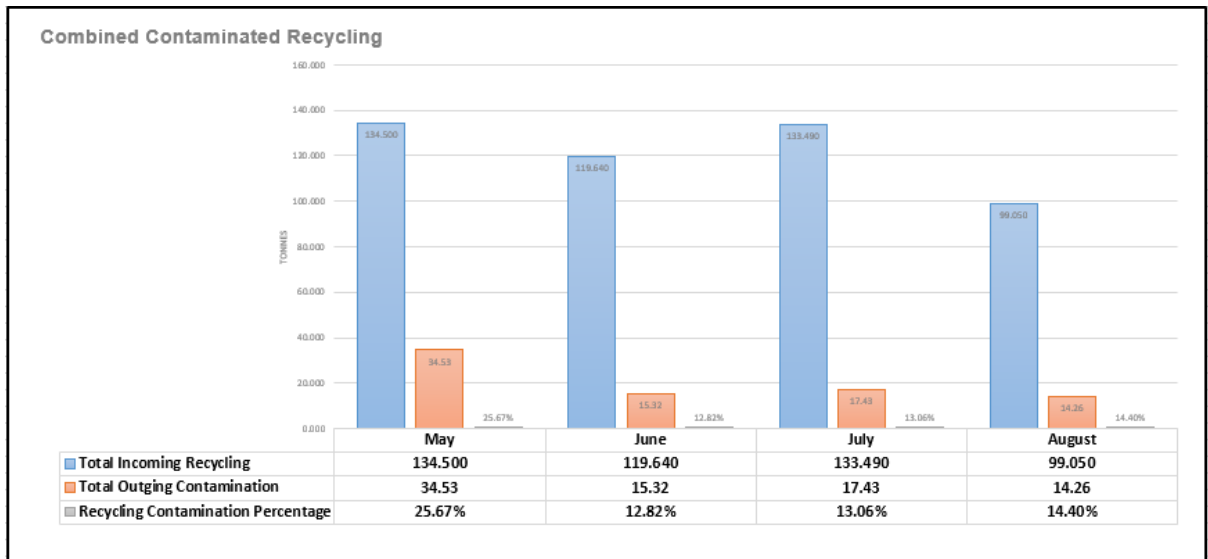
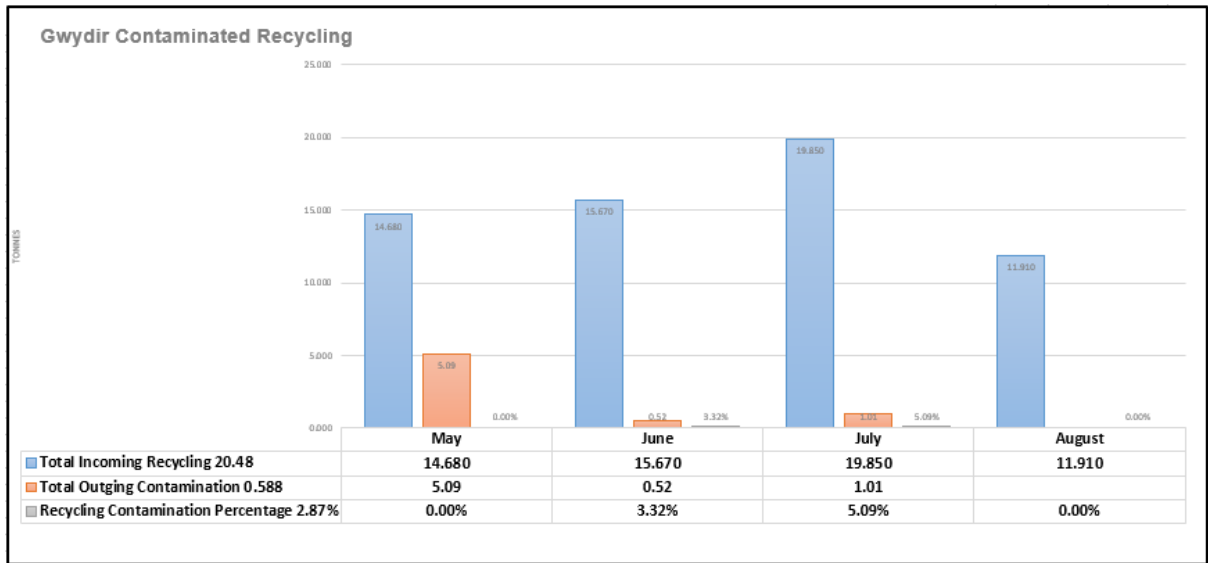
Breakdown of Tipping for the Period



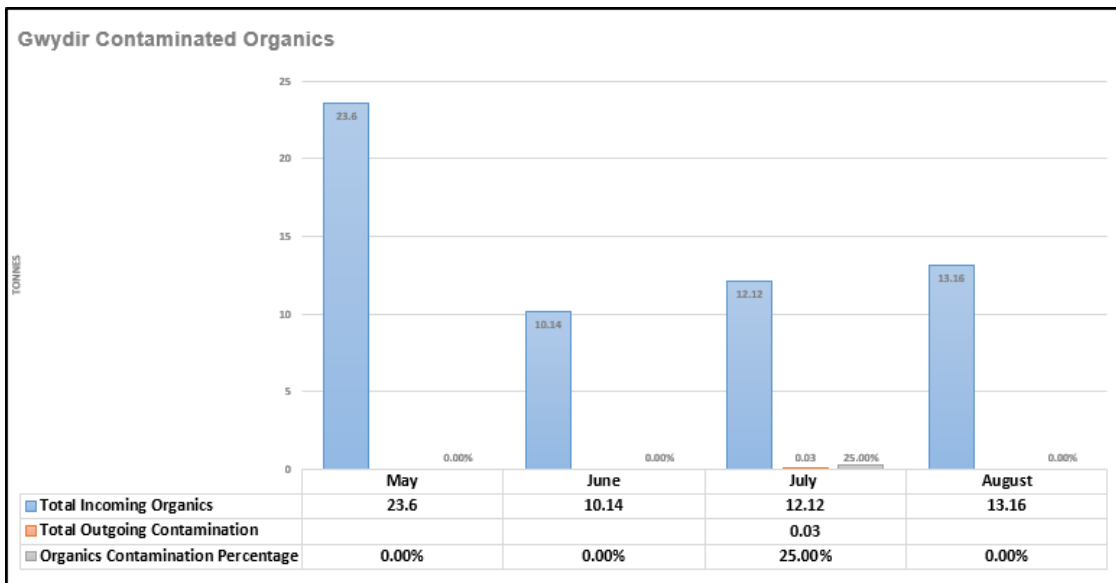
Total Tipping Tonnes: 67.37

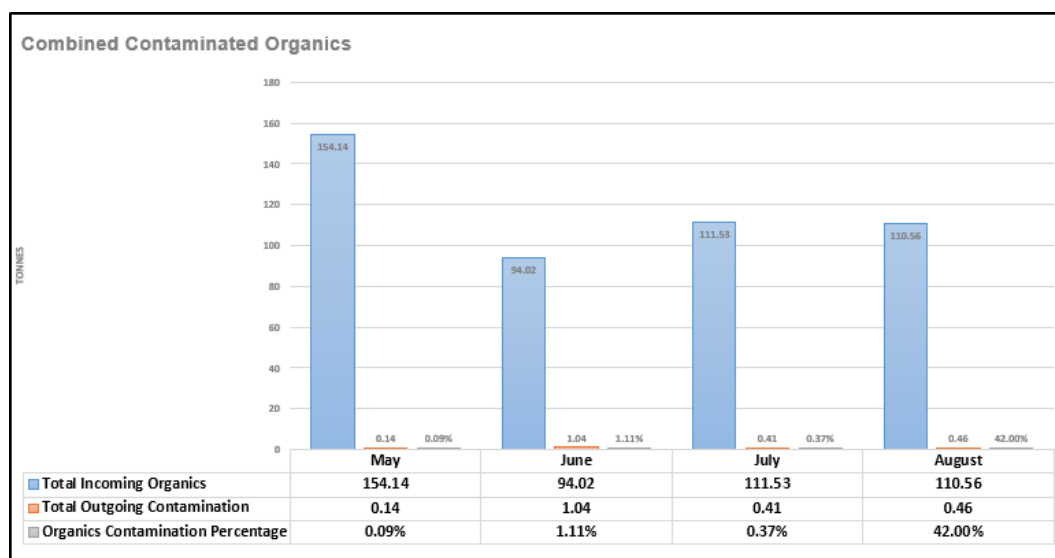
Commercial in Confidence

Recycling Contamination



Organics Contamination





Comment from Cleanaway

*There has been a slight increase on the overall contamination rates in **Moree & Narrabri**.*

Recycling levels are of the most concern. Jacqui has been liaising with Moree & Narrabri Waste Managers and the Education Department to come up with some strategies in an attempt to reduce the contamination. Education team are quoting on some "FINAL WARNING" stickers and this will be sent to Moree & Narrabri Council for further consultation & discussion. Narrabri and Moree both have Plastic bags and Food waste as the 2 most common contaminants (suggest we target this) Jacqui has been assisting the recycle run by doing more ride alongs and applying the additional NO PLASTIC BAG stickers to the culprits in an attempt to single them out.

There was a syringe identification early in August & the particulars will be sent through shortly. In regards to the Residual Organic Contamination this is the residual from the reprocessing of Organics (no cost to Council)

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.

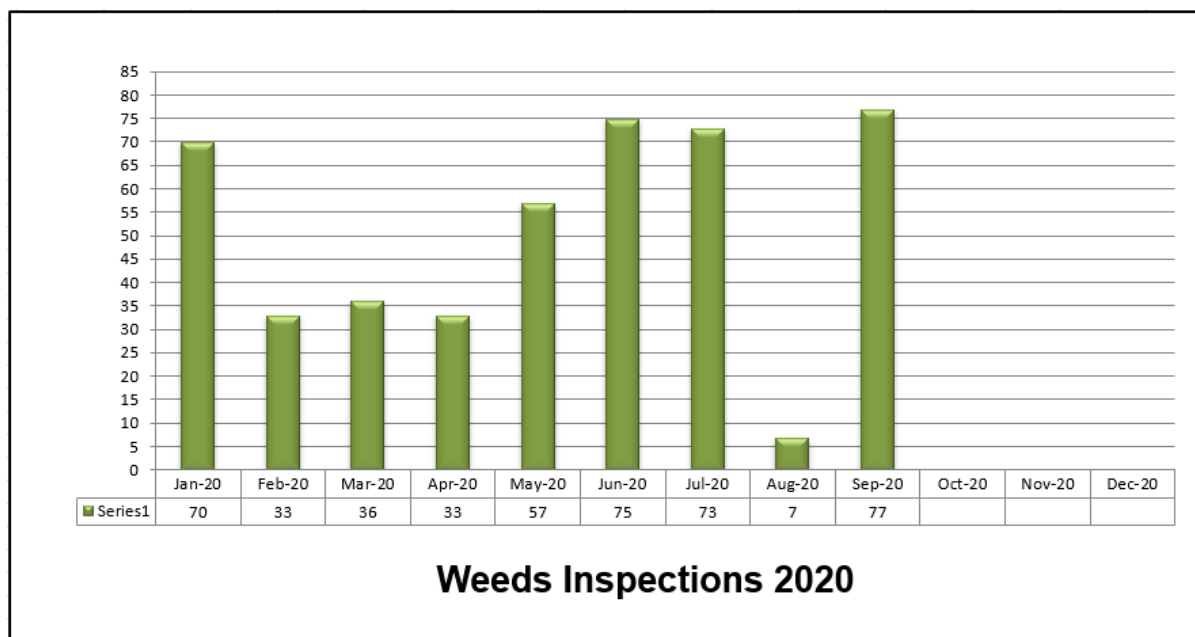
Section 28 Noxious Weeds Certificates

There have been no certificates issued for September.

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 shows the noxious weeds inspections carried out in 2020.



Noxious Weeds Inspections for the Month of September 2020

<i>Areas Inspected</i>	<i>No.</i>	<i>Ha</i>	<i>Rd km</i>	<i>Weeds Present</i>
Private Property – High Risk	2	367.2	-	Green Cestrum, African Boxthorn
Private Property – High Risk Re-Inspection	3	5477	-	Parthenium Weed
Roadside	31	1782.9	356.58	Harissa Cactus, Tree Pear, Mother of Millions, Patterson’s Curse, Feral Fruit Trees, African Boxthorn,
Roadside – High Risk Pathways	28	3480.55	696.11	Paterson’s Curse, African Boxthorn, Tree Pear, Harissa Cactus, Tiger Pear, Mimosa Bush, Feral Fruit Trees, Rope Pear, Green Cestrum, Mother of Millions
Waterways	6	2321		Green Cestrum, African Boxthorn
Other Council Lands	6	30		Patterson’s Curse
NWLLS Reserves	1	6		Parthenium Weed

Noxious Weeds Control Works for September 2020

Road/Property	Locality	Weed Code	Area Ha	Road km	High Risk Road	Council Road	Other
Upper Bingara Rd	Upper Bingara	pc	118.50	23.70		1	
Copeton Dam Rd	Bingara	pc	262.65	52.53	1		
Thornleigh Rd	Keera	pc	86.00	17.20		1	
Bingara River Common	Bingara	pc	200.00	40.00			1
Copeton Dam Rd	Bingara	pc	262.65	52.53	1		
Thornleigh Rd	Keera	pc	86.00	17.20		1	
Gwydir Hwy	Warialda	pc	283.95	56.79		1	
Gwydir Hwy	Warialda	pc	283.95	56.79		1	
Essys Crossing	Gravesend	gc	25.00				1
Reedy Creek	Warialda	gcg	5.00				1
Allandale Rd	Warialda	pc	39.55	7.91		1	
Munsies Rd	Warialda	pc	62.75	12.55		1	
Agincourt Rd	Warialda	pc	77.3	15.46		1	
North Star Rd	Warialda	hc	411.25	82.25	1		
Forest Creek Rd	Warialda	hc	95.7	19.14	1		
Bruxner Way	Boonal	hc	124.4	24.88	1		
Kirewa Rd	North Star	hc	53.7	10.74		1	
Birralee Rd	North Star	hc	24.6	4.92		1	
Campbells Lane	Gravesend	pc	21.75	4.35		1	
Elcombe Rd	Gravesend	pc	249.6	49.92		1	
Caroda Rd	Elcombe	pc	192.65	38.53		1	
Caroda Rd	Elcombe	pc	192.65	38.53		1	
Boundary Creek Rd	Pallal	pc	63.95	12.79		1	
Riverside Camping Area	Bingara	pc	40				1
Riverside Camping Area	Bingara	pc	40				1

The Environment and Sustainability Department report for September 2020 was compiled with information available at the time of preparing the report.

TOWN UTILITIES and PLANT – September 2020

Water and Sewerage

During September, Water and Sewerage operators attended 11 service line repairs, four water main breaks and eight sewer blockages. Work was undertaken at Bingara swimming pool as private works to the contractor, The Living Classroom, Bingara Medical Centre, Bingara Cemetery, Gwydir Oval, Bingara Showground, footpath to pontoon on Gwydir River, the youth centre at 47 Hope Street Warialda, Bingara Central School (private works), Gragin Road standpipe, Gravesend Recreation ground and Fays Park.

Water meters were read during the second week of September and 12 faulty water meters were replaced.

The draft Business Case for Bingara Sewer Extension is under review. Geotechnical investigation is still to be undertaken. The detail costings and business case will be submitted to the Safe and Secure Water Program for funding of the project.

A new water billing format is being developed in consultation with the bill printing company. The new water bill will show usage for four quarters and will be easier to understand than the existing format.

The drinking water quality Annual Report is being prepared; this report is a requirement of NSW health. The report summarises the years activities related to water quality and nonconformances and includes data from NSW Health database and reservoir-bore integrity inspections.

During September, a skillion roof was constructed on the side of the water treatment plant process shed. The purpose of the skillion is for additional roof area for solar installation. The skillion provides the added bonus of shelter for the truck trailer, mini excavator and skidsteer.



Bingara water treatment plant skillion roof

During September new stop valves and fitting were installed on the intersection of Copeton Road and Borah Road in preparation for the water main replacement from Borah Road to the Campbell Bridge in October.

Pontoon pathway

The retaining wall and footpath to the pontoon on the Gwydir River were constructed during August. Hand railing will be installed during October and a seat placed on the landing area along the pathway.



Pontoon pathway and landing

Parks

All parks and gardens are being maintained. Council staff undertake weekly inspection of playgrounds and cleaning of handrails and touch areas. Mowing, weed control, irrigation, hedging and trimming were undertaken during September. Several dead trees were removed during September and stumps have been ground. Council will be planting a range of trees in the town streets over the coming months. A bench seat was installed at the Delungra CHSP building. The parks, ovals and town street areas have been sprayed with broadleaf herbicide to control clover.

Council gardeners assisted with tree planting at Myall Creek Memorial during September.

Number 1 field at Gwydir oval was top dressed during September, with the aim of levelling some low areas. Additional top dressing will be carried as time permits in conjunction with other sporting activities.



Gwydir oval top dressing



Delungra CHSP bench seat and tree



Bingara Lawn cemetery plinths

Cemeteries

Both Bingara and Warialda cemeteries continue to be maintained. Two additional lawn cemetery plinths were installed at Bingara cemetery during the reporting period.

Drought Casuals

The team of drought casuals has worked on repairing fences at Bingara Showground, Faithful Street, West Street, under the Campbell Bridge over the Gwydir River and worked at the Living Classroom constructing the cattle yards during September.



Bingara Showground entrance gates

Gwydir Oval Amenities

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

Bingara Showground

The Bingara Showground continues to be maintained with regular mowing and weed control undertaken. The Phase 1 Stimulus projects have been completed with the exception of stable gate maintenance. The grant acquittal report has been submitted to Crown Lands.

Phase 1 tasks included:

- Replacement of the cool room motor under the grandstand
- Electrical upgrade of the main pavilion with LED lights
- Electrical wiring of the new general purpose shed
- Skillion roof over polocrosse canteen cool room
- Maintenance tasks from Aurecom inspection October 2019

The results of the Phase 2 Stimulus package are expected to be announced in October 2020. Council has applied for three projects in Phase 2:

1. Toilet block refurbishment
2. Upgrade ring lighting
3. Grandstand refurbishment (Funding announced for this project)

Plant and Workshop

Total number of services for the month Bingara and Warialda	22
Total number of individual jobs for the month Bingara and Warialda	93

Major repairs carried out during September included:

- P1917 gravel truck - install add blue remote filter
- P1662 water cart - install new pump drive
- P1950 skidsteer - made up 2 new hydraulic hoses for bucket and fitted 4 new tyres
- P1787 water cart - fit 4 new drive tyres
- P1713 jet patcher - fit new air pressure regulator, fit new ram to spray nozzle repairs to air conditioner
- P1963 Versatile tractor - service air conditioner and fit new 2-way system
- P1684 compactor - fit new seals to hydraulic steering rams and bucket lift ram
- P1690 grader – re-shim turn circle and fit new blade slides; upgrade new top con GPS system
- P1470 tractor - clean-up for resale, repair bonnet and seat
- P1662 Isuzu water cart - install new radiator
- P1866 tractor - repair fuel leaks at pump
- P1841 excavator - repairs to power tilt head leaking oil
- P16662 Isuzu water cart - repair water leak at pump shaft
- P1437 Hino truck - rebuild motor
- P1721 grader - fit new articulation pins and bushes
- P1722 tractor - fit new tube to tyre clean out evaporator for air conditioning
- P1866 tractor - calibrate transmission
- P1914 skidsteer - fit new hydraulic couplings for bucket
- P1467 excavator - change coolant

Major tasks in the Fabrication section of the Workshop included making a new gate for Anzac Park, North Star and installation. Fabricating mesh doors and windows to stop entry into old water pump station located on Reedy Creek, Warialda.

Council has 3 graders with TOPCON grade control systems. These units required and upgrade this was carried out in the Warialda depot by Position Partners.



P1690 p1788 p1859 Graders - Topcon position system upgrade

GWYDIR LEARNING REGION

The Country Education Foundation of the Gwydir Learning Region held its Annual General Meeting during September. Cr Galvin was re-elected as the Chair of this Committee, Robyn Phillips remains the Secretary and Clarissa Barwick was elected as the new Treasurer replacing Margaret Smith.

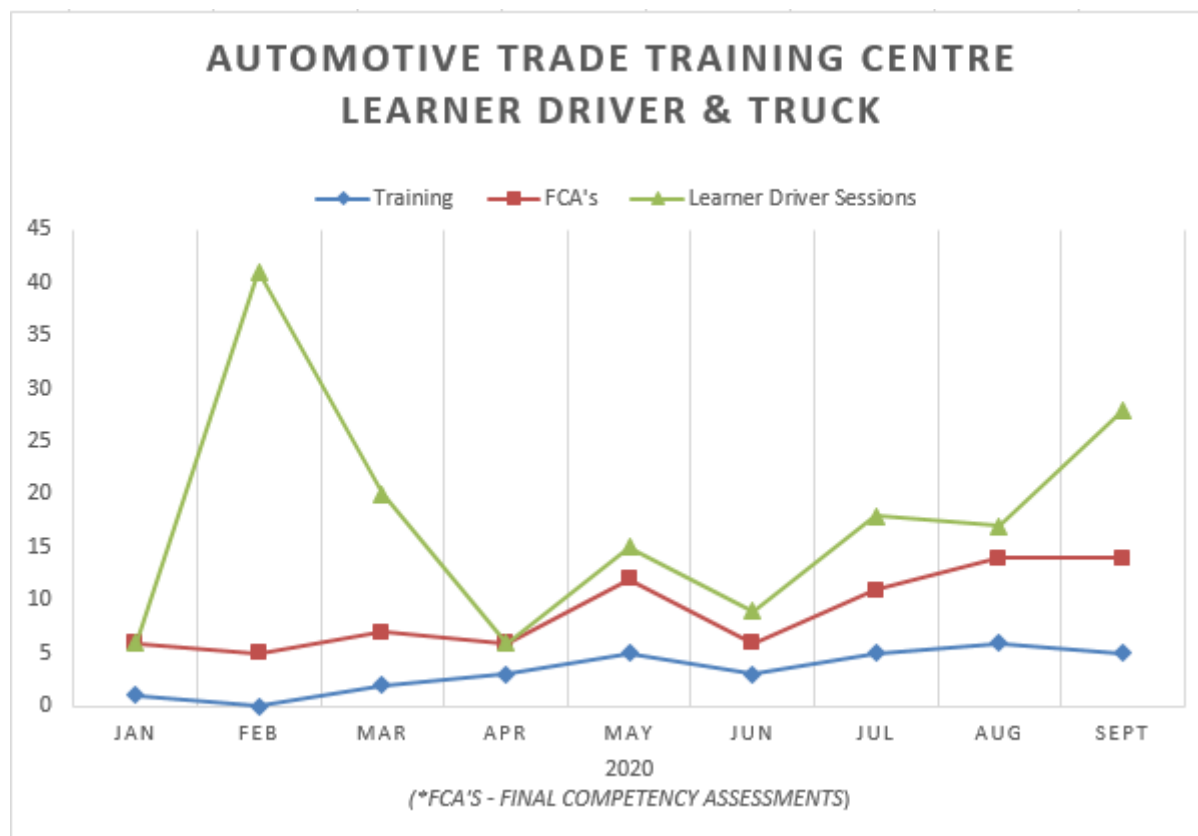
Applications for funding for 2021 are now open and will close on 31 December 2020. Applicants will be assessed and notified in February 2021.

Gwydir Country Education Foundation 2019/20 Member Benefits is at Attachment 1.

Automotive Trade Training Centre, Warialda

COVID-19 restrictions have had a significant impact on some aspects of the Automotive Trade Training Centre, however session numbers are slowly starting to increase. Council has recently renewed a six month contract with ACE Community Colleges for the provision of driving instructor lessons.

The below graph illustrates the number of sessions and assessments completed from January to September 2020.



The Living Classroom - September

The COVID19 restrictions are slowly being lifted and visitors are returning. Strict numbers and conditions are applied within the buildings.

Usage of The Living Classroom (TLC) during September included:

Pulse of the Earth Festival 'planning for 2021' gathering (30)

The COVID19 restrictions prevented the second Pulse of the Earth Festival being held in September. Instead an early evening gathering was held at TLC with a tour of site and its projects followed by a brief meeting, some food and drinks and music around the Campfire. A general invitation was extended to Council staff and Councillors and to those who had worked on the 2019 Pulse of the Earth Festival project.

The organising committee has received a \$10K state government grant towards next year's event. The famous American farmer and presenter Joel Salatin has already been booked for the Festival and to conduct a three-day course at TLC. Joel's success has been with 'stacked agricultural enterprises' on relatively small holdings.

Visitors from California - a young couple from California payed a visit to TLC. Riley and Melanie have been on a working visa in Australia and recently managed a farm on the NSW South Coast.

They were interested in the food production projects being developed at TLC.



Melanie enjoyed getting close to TLC's resident magpie

Making Biochar at TLC

Horticulture assistant Mark Everett is pictured below overseeing the making of Biochar at TLC using the 'Contiki Oven' system.

A 1 metre deep conical hole of 2 metre diameter is filled with sticks, logs and timber off-cuts to a height just above the rim. It is then fired and allowed to burn until the white ash begins to form. The combustion process causes a vortex to develop which funnels air into the fire. Then it is 'smothered' by woodchips or dried manures.

The smothering is repeated several times until the fire within the oven is doused by the oxygen being restricted. The charcoaling process continues as pyrolysis. Finally, the oven is fully doused by water and allowed to cool. The

result is a bed of charcoaled wood (Biochar) which can be crushed into a powder or kept as chips.

Biochar is used at TLC as the base of pots when seed-raising and planting seedlings. The Biochar provides a loose potting medium. It is a source of carbon and holds many times its own weight in water.



Biochar in the making

Preparing Cattle Club Barn pad and fencing yards (7)

Council staff prepared the concrete pad at TLC for the Livestock Barn. The Barn will initially be used by the students from Bingara Central School along with half a hectare of yards where they will ration feed and groom young cattle for entry into agricultural shows.

The student group will be led by Bingara Central School teacher Charles Mill.

Members of the Drought Relief Crew assisted with fencing and construction of the yards.



Preparation for the slab for the barn

The Barn Shed will be capable of housing other livestock projects and possibly an olive press to process the olives from the Mediterranean Garden orchard.



Pouring concrete for the slab for the barn

Wedding – 50 attending

TLC was the venue for a wedding on 18 September.

The family members created an amazing venue using TLC facilities as a base. The fairy lights provided a fairytale atmosphere and the live music was well contained within the site.

The families and their guests were delighted by the facilities at TLC. This wedding was the first time that the three-day booking charge for the Classroom and Bunkhouse was applied.



Tables set for the wedding guests at TLC

The North West Theatre Company conducted a play reading and audition at TLC during September with 8 in attendance.

TLC received 2 visitors from each of the following towns in NSW during September: Maclean, Byron Bay, Berowra, Port Macquarie, Tingha, Alexandria and Inverell as well as quite a few locals.

Some of these visitors enjoyed tours of the site, and all were impressed by the facility.

TLC has been invited to be a focus for STEM (Science, Technology, Engineering and Mathematics) teaching modules in NSW Secondary Schools. Council has received an invitation to be a partner in this program. The program involves the creation of three short films at TLC and The Carbon Farm that will be used to showcase options for secondary students to see how STEM can be applied to problem solving and future work opportunities.

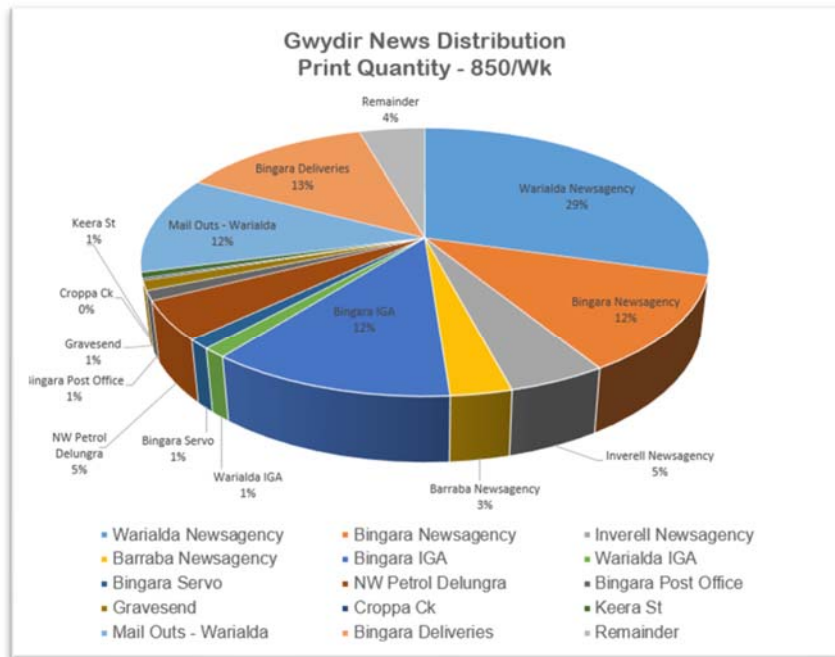
GSC has accepted the offer and will support the project by hosting the filming at TLC and providing material that currently exists in Council's archives to showcase TLC and The Carbon Farm. The material produced will become the property of GSC. The filming will take place in November.

Gwydir ARK - the Koala Trees planted at TLC

Six members of the Gwydir Ark team gathered to water the more than 1,000 eucalyptus and associated trees that have been planted at TLC as part of a rehabilitation program for koalas. The four-hectare area links nicely in with the Biolinks planted about eight years ago and the Grassy Box Woodland Conservation area proposed as part of The Carbon Farm. The total planted area creates a nearly complete corridor across Stoddart's Valley south of the township of Bingara. This will enable wildlife to cross and enhance the biodiversity of species and the hybrid vigour of future populations.

Gwydir News Statistics

Council currently has 850 copies of the Gwydir News printed by Australian Community Media in North Richmond each week. The following chart displays the distribution.



OFFICER RECOMMENDATION

THAT the monthly Executive report for September 2020 be received

ATTACHMENTS

AT- Gwydir Country Education Foundation 2019/20 Member Benefits Report

CEF Member Funding & Benefits 2019-2020

CEF Gwydir Learning Region

CEFA sourced funds received for your students:

\$9,024.50 Education Partner Co-Funding

\$5,000 Scholarships and other funding

Value: \$14,024.50

What your local foundation received from CEFA:

Insurance

Accountancy

Use of DGR status for your donors

Website and committee management hub

Local leverage of national brand identity

Governance, compliance, policy support and advice

Media and social media services

Weekly e-newsletter

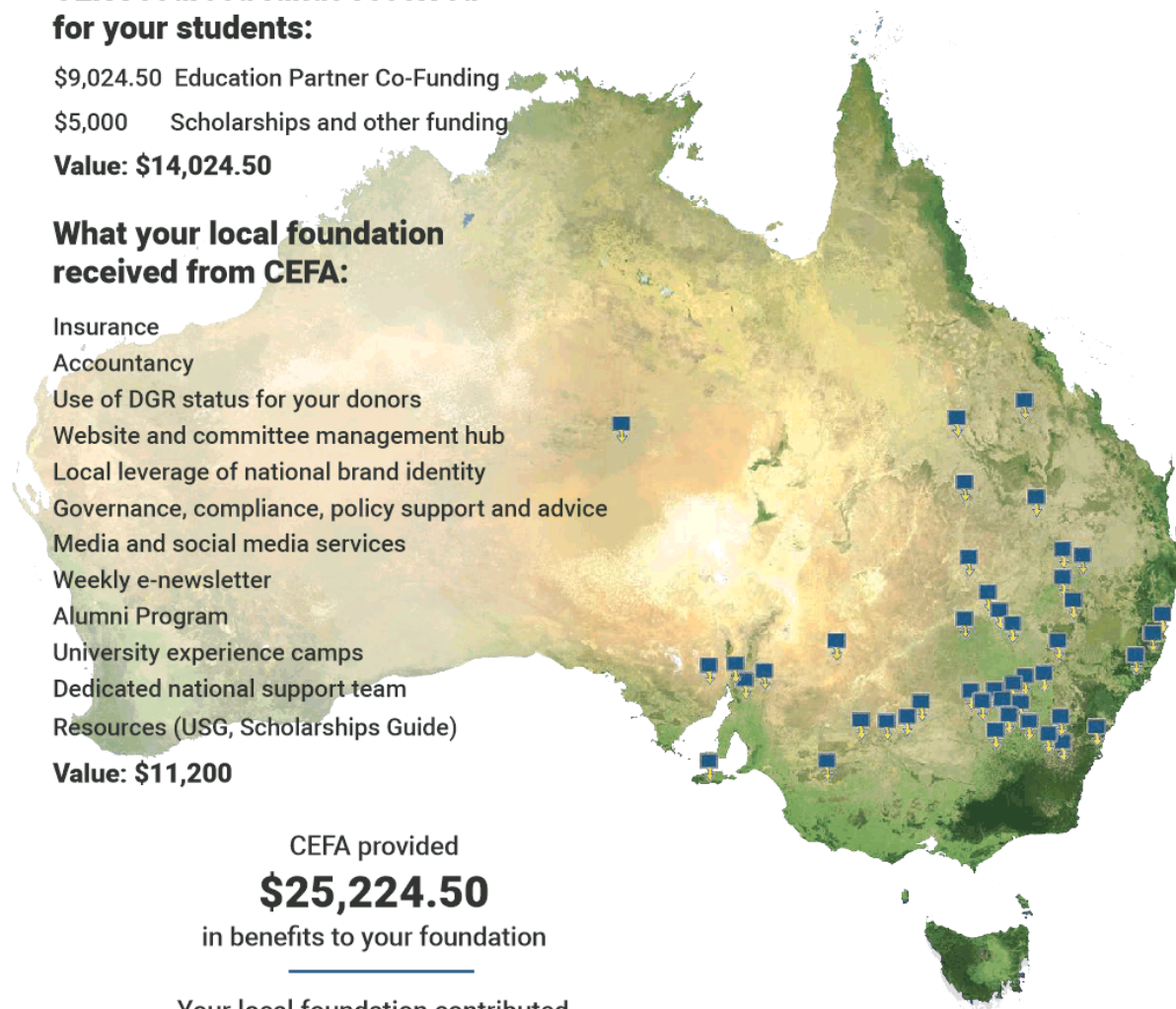
Alumni Program

University experience camps

Dedicated national support team

Resources (USG, Scholarships Guide)

Value: \$11,200



CEFA provided
\$25,224.50

in benefits to your foundation

Your local foundation contributed

\$187.33

to CEFA

Your local foundation distributed

\$21,811

in student grants and scholarships



EDUCATION CHANGES LIVES AND FAMILIES AND COMMUNITIES

**Item 2 Monthly Organisation and Community Services Report for
September 2020****FILE REFERENCE** 20/22714**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**STAFF DISCLOSURE OF INTEREST** Nil**IN BRIEF/ SUMMARY RECOMMENDATION**

The monthly Organisation and Community Services report details the activities carried out by the Department during September 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, WarialdaOccupancy – 36

Training: Staff have been trained in the use of Person Centred software – Introduction to Mobile Care Monitoring System during September. This system will replace the current ‘Sarah’ software at the end of October.

Naroo Budget

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

Month	\$ Amount	Additional Information
October 2019	142,072	
November 2019	155,736	
December 2019	148,762	
January 2020	186,177	
February 2020	180,848	
March 2020	151,733	
April 2020	141,873	3 new residents were assessed with back pay to be included in May payment
May 2020	221,565	

June 2020	229,097	Still awaiting COVID 19 payment and grant for staff retention payments
July 2020	180,367	
August 2020	180,367	Not available at the time of reporting

Naroo's Bond Report is Attachment 1

Activities

Naroo residents enjoyed a day of celebrating Mexican Independence Day, in particular the amazing food, music and Mexico's famous cocktails in September.



Naroo residents also enjoyed JERSER DAY during September where residents and staff could dress up in their favourite footy jerseys showing support and raising awareness for organ donation 2020.



Staff and resident in their team jerseys

ECONOMIC DEVELOPMENT, MARKETING and MEDIA

Marketing

Stakeholder Engagement

The McKinsey Stakeholder surveys continue to collect feedback and information regarding internal and external stakeholder perspectives. Early feedback suggests that the general public's level of association between Council and many of the community service activities it provides such as Libraries, Services NSW, Centrelink etc. may be limited. As a result, a new type of social media post titled "Your Council at Work" has been initiated to highlight these services as well as all the other important activities Council carries out in the community.

Communications Planning

The draft Communications Plan continues to develop with the Engineering Services and Town Utilities and Plant Managers scheduled to be trained in the use of SMS burst messaging to update those community members with mobile phones regarding matters such as road closures, water restrictions or burst mains. As not everyone in the community has a mobile phone, SMS bursts are complementary to the existing communication channels rather than a replacement.

Council Websites and Social Media

A strategic review of existing websites and website management is underway. Council currently maintains a number of websites including Gwydir Shire Council, Bingara, Warialda, The Roxy, The Living Class Room and the Gwydir Fitness Club. Branding, style and content across all these websites varies significantly.

GSC website Development Progress:

Process	Progress	Comment
Planning and Design	Website layout and concept were created by Open Cities (who specialise in Local Government Internet and Intranet sites).	Council design themes are being applied by Open Cities, resulting in the need to redesign some of the functional layout of the site, which may impact roll out dates.
Content	<p><u>Content needs to be</u> contributed by all Council Departments and includes any required text, external links, forms, and any other important information.</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>Senior Managers are working to deliver the necessary content. Content development is critical to roll out targets.</p> <p>Senior Managers and relevant staff now have log on permissions so they can upload draft content.</p>
<p>Testing, Review and Launch</p> <p>Launch target: October 30th, 2020</p>	The site should be rigorously tested before launch, including payment platform and any other interactive features.	Testing, Review and Launch Dates will depend on the timeliness of design and construction (by the provider) and internal content provision.

Social Media

A Social Media Policy has been drafted in order to both encourage the use of social media across Council Departments and Programs as well as tighten control and lower risk. Control and Risk reduction is supported in the draft policy by ensuring the Media and Communications Officer becomes an 'Admin' on all Social Media representing Council and or Council run programs.

Once finalised and adopted, the policy will inform our Social media strategy which will ultimately drive our brand in line with the vision, mission and values identified in the Community Strategic Plan. The Media and Communications Officer has commenced working temporarily from the same location as the Marketing and Economic Development Manager two days per week in order to collaborate more closely on Website development, Social Media and in-house graphic design.

Economic Development

Prioritise Economic Development.	Build on the outcomes of the stakeholder 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.
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Council's retail business MAKE OVER grant program has seen a strong response with:

17 applications totalling \$27,500 in requests and \$20,000 approved to disperse.

Bingara applications -12; Warialda – 4 and Croppa Creek - 1.

Due to the higher number of applications from Bingara, a total of \$11,600 was granted in the south of the Shire and \$8,600 in the north of the Shire. One of the goals for the Small Business Month in October is to increase engagement with businesses based in the north.

As the project was oversubscribed, applicants were consulted and overwhelmingly preferred funds be shared across applications – with applicants receiving a little less than they requested rather than some receiving the full grant and others nothing.

Cheque presentation morning teas will be organised in Bingara and Warialda to highlight the program's positive impact on local businesses.

Virtual support for local businesses

"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. The Marketing and Economic Development Manager is currently seeking funding to facilitate access to the program for Gwydir Shire.

Business and Communications Databases

Access to the Australian Business Register for non-public data is being sought for the Shire to build a more complete and up to date database of businesses in the area. Non-public data includes up to date information including contact details of all ABN holders in the area allowing Council to consult, communicate and collaborate with all businesses in regard to support and development needs.

Exploration of the capacity of the Name and Address Register (NAR) to be further segmented will also occur to support the ongoing development and use of technologies such as the SMS burst platform.

Visitor Centres/ Roxy Theatre COVID-19 Closures

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

The North West Theatre Company plans to hold a dinner and play with limited numbers to comply with social distancing at the Roxy Theatre during November. The catering requirements will be met by the local Lions Club and serving will comply with COVID regulations.

Several Council meetings, the Cinema club, and the 'Just Breathe' relaxation classes have all run at the Roxy within the confines of COVID-19 requirements.

The Roxy Café remains without a lessee. There are currently two parties expressing interest. Discussions with one strong lead for the Roxy Café continue, a new second lead is also being explored.

Services NSW

Council's Services NSW agencies remain open, with the COVID-19 situation monitored to ensure the safety of staff. Contractual transaction numbers are within funding requirements

Events

Christmas Carnivals in Warialda and Bingara are being planned subject to Covid-19 restrictions. The Bingara Special Events Committee will review their decision in October. Warialda stakeholders will be consulted regarding the Warialda Christmas Carnival at that time also.

THE ROXY COMPLEX

Theatre

Date	Purpose	Numbers
1 Sept	Yoga Relaxation Class	15
8 Sept	Yoga Relaxation Class	15
15 Sept	Yoga Relaxation Class	15
22 Sept	Yoga Relaxation Class	15
27 Sept	NWTC Film Club	24

Roxy Conference Room

Date	Purpose	Numbers
7 Sept	Senior Management Meeting	6
10 Sept	Committee Meeting	15
17 Sept	Management Meeting	15
24 Sept	Council Meeting	14
24 Sept	Grant Meeting	8

Roxy Meeting Room

Date	Purpose	Numbers
8 Sept	Staff working from Meeting Room	2
17 Sept	Interviews	4
22 Sept	Staff working from Meeting Room	2

Roxy Trade Training Kitchen

Date	Purpose	Numbers
No Bookings for September		

VISITOR INFORMATION CENTRES

Bingara Visitor Information Centre

Jul 2020	Aug 2020	Sept
Opening hrs = 182	Opening hrs = 171	Opening hrs = 175
Volunteering hrs = 32.5	Volunteering hrs = 37	Volunteering hrs = 32

Warialda Visitor Information Centre (June report unavailable)

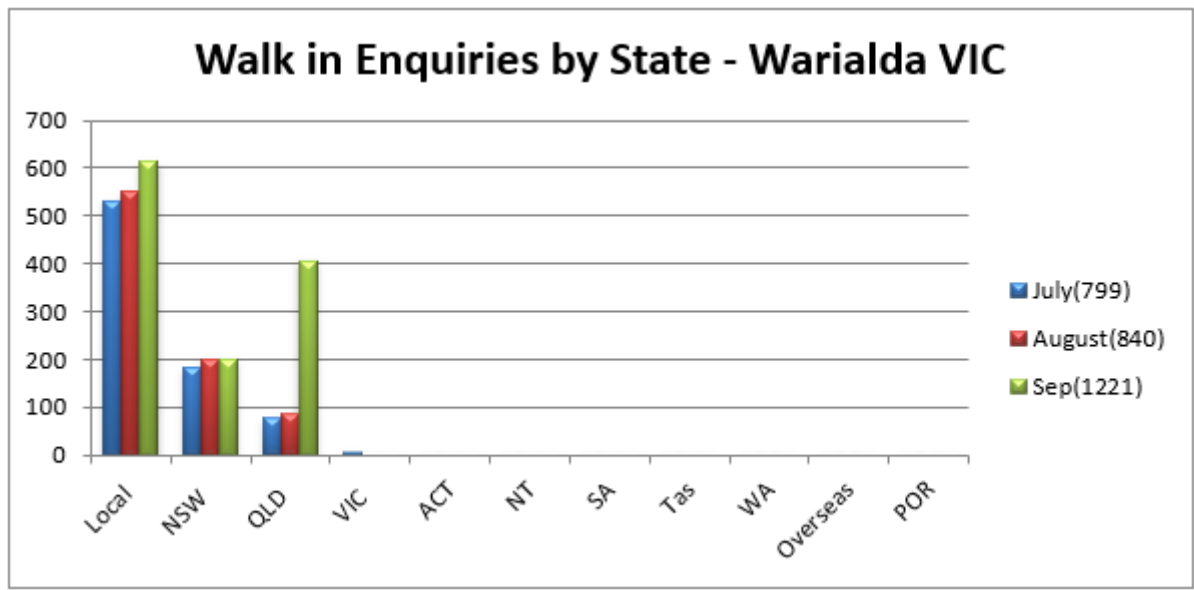
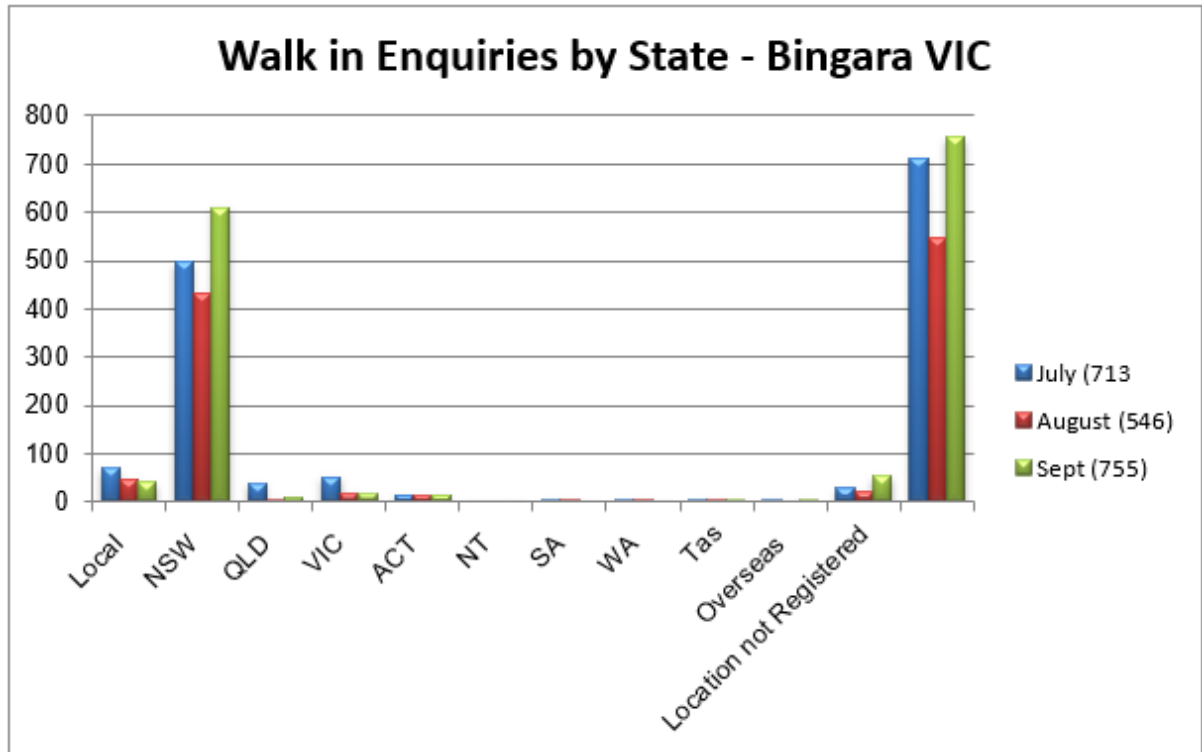
Jul 2020	Aug 2020	Sept
Opening hrs = 172.5	Opening hrs = 165	Opening hrs = 150
Volunteering hrs = 22	Volunteering hrs = 22.5	Volunteering hrs = 21

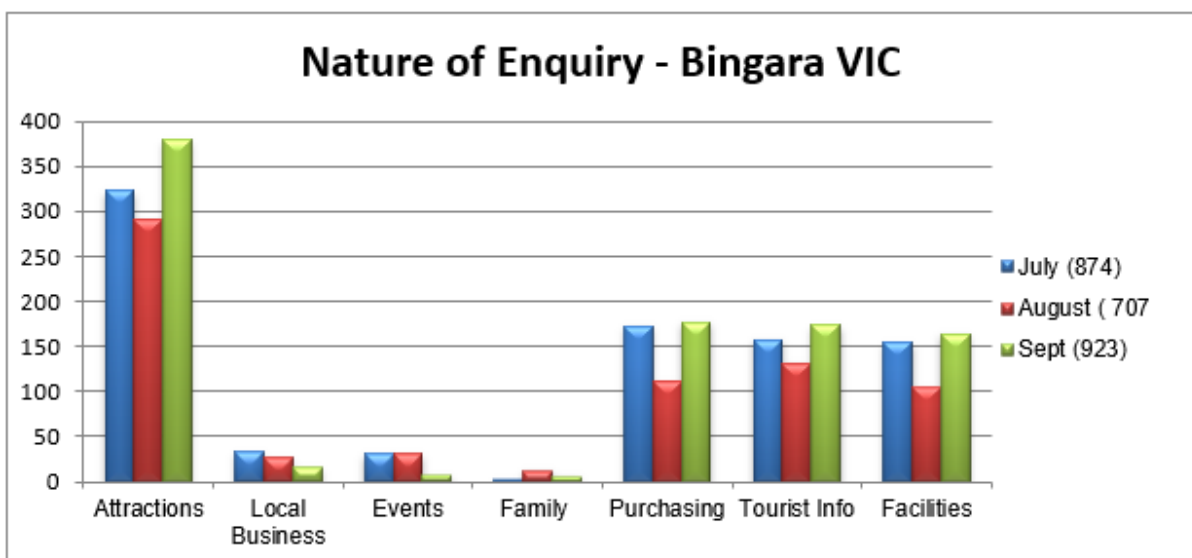
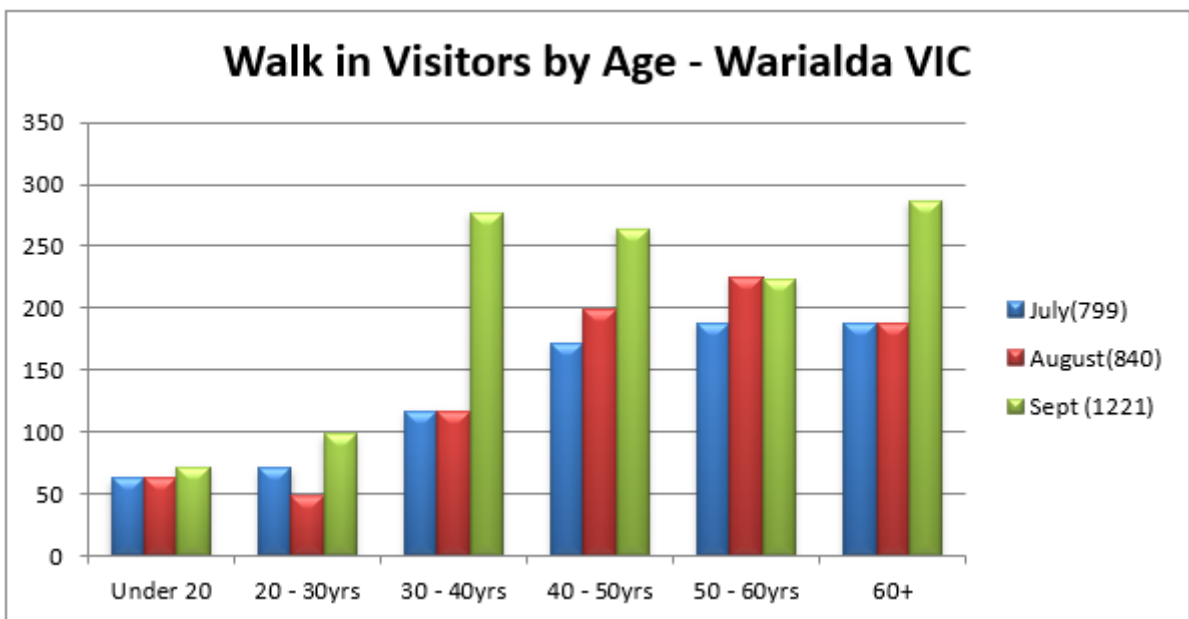
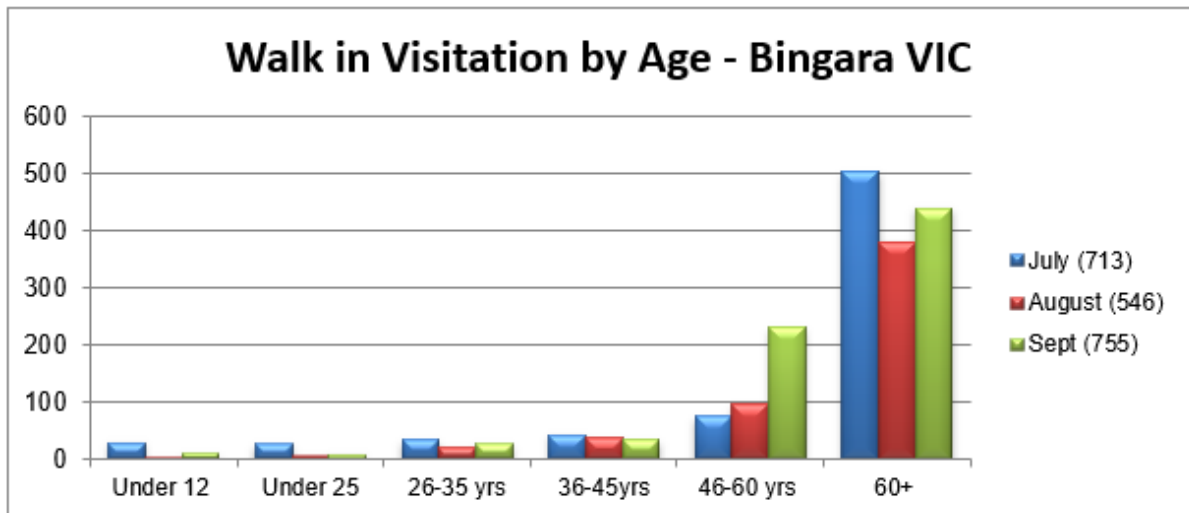
Income – Bingara VIC	\$ Jul	\$ Aug	\$ Sept
Products on consignment	102.00	44.00	62.00
Merchandise	1,524.36	1,421.76	1,878.54
Subtotal	\$1,626.36	\$1,465.76	\$1,940.54
Less payments to consignees	71.40	30.80	43.40
Monthly Income Bingara VIC	\$1,552.96	\$1,434.96	\$1,897.14
Roxy Tour Income	605.00	330.00	715.00
Total Monthly Income Bingara VIC	\$2,157.96	\$1,764.96	\$2,612.14

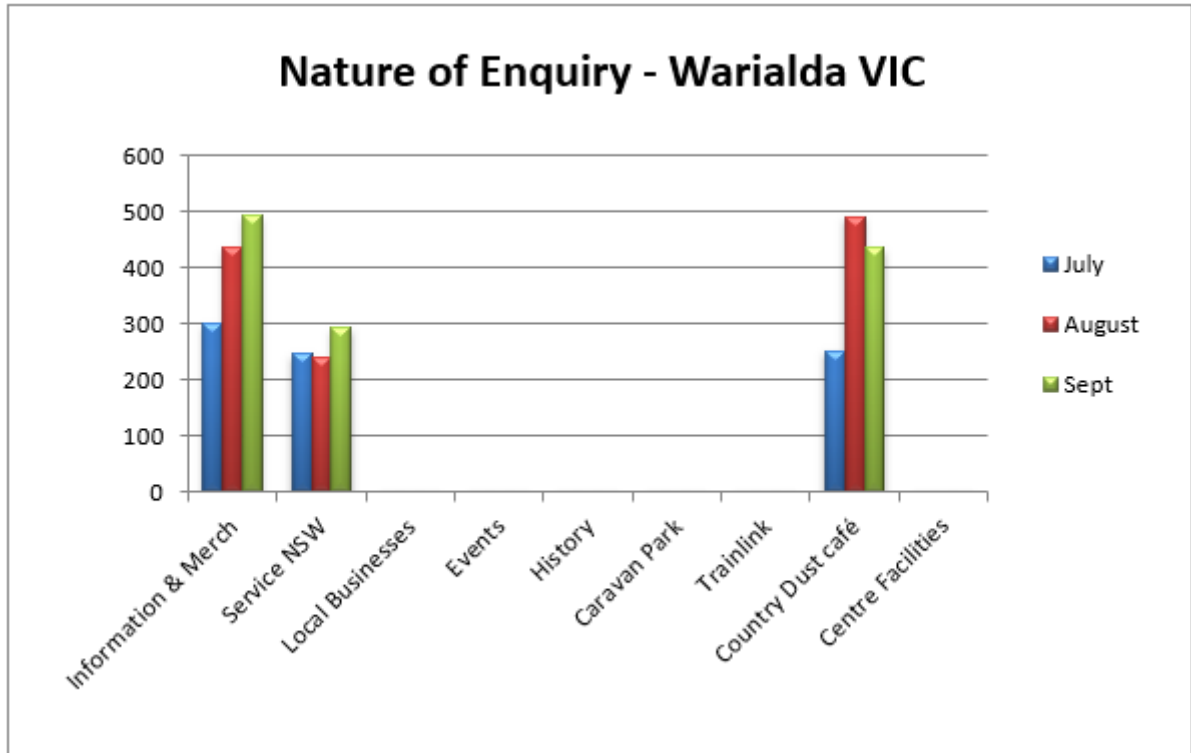
Visitors at Bingara VIC	Jul	Aug	Sept
	713	546	855

Income – Warialda VIC	\$ Jul	\$ Aug	\$ Sept
Centre hire	0	0	0
Merchandise sales	2,761.58	2,356.62	2,484.98
Goods on consignment sales	0	0	0
Subtotal	\$2,761.58	\$2,356.62	\$2,484.98

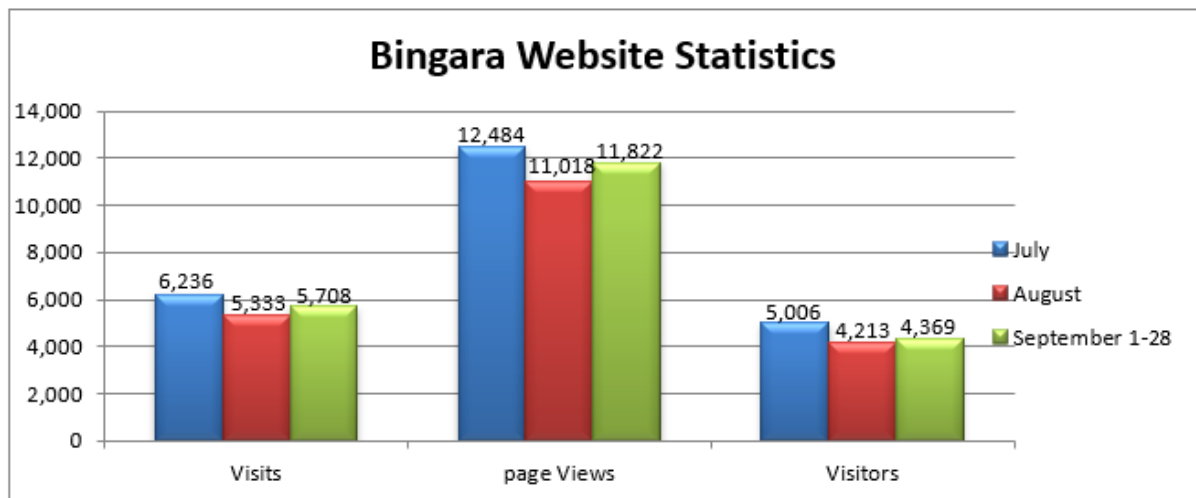
Visitors at Warialda VIC	Jul	Aug	Sept
Visitors	300	436	421
RMS clients	247	239	223
Cafe	252	491	547
Total Warialda VIC	799	1,166	1,221

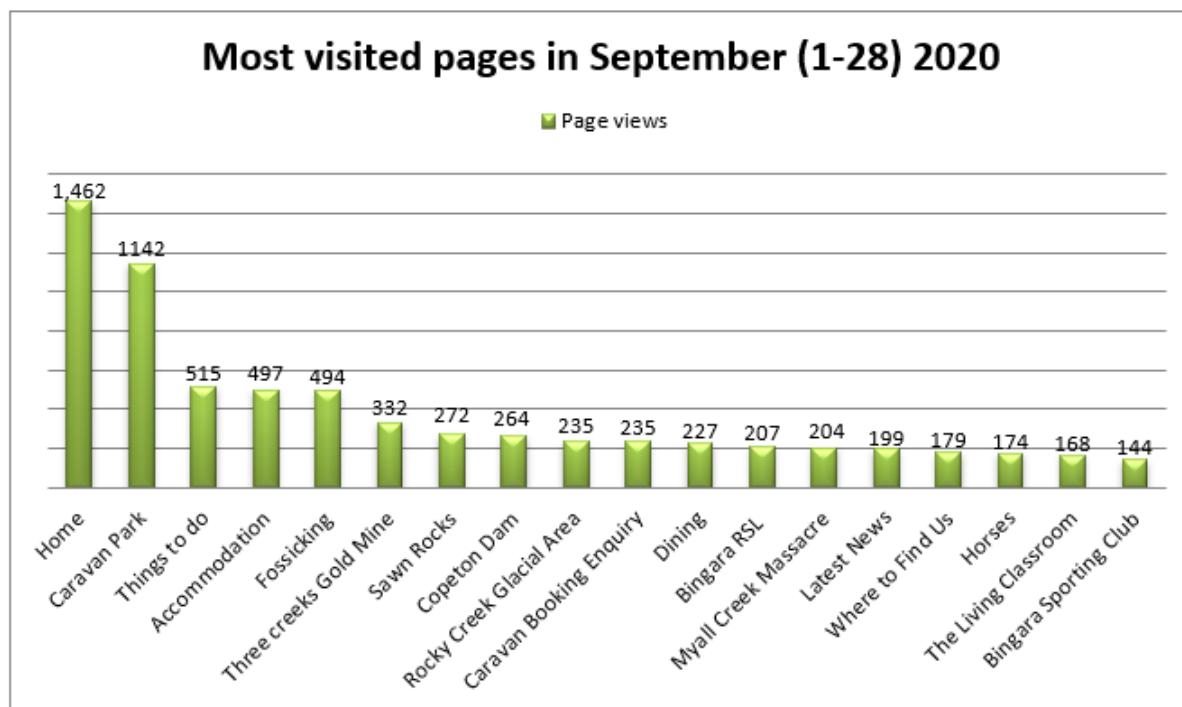






Bingara Website





Data for The Gwydir, Warialda and Roxy websites was not available at the time of reporting.

SOCIAL SERVICES – September 2020

Bingara Neighbourhood Centre

Funding body – Family and Community Services

Bingara Neighbourhood Centre, in partnership with Bingara CWA and Ozharvest, has been distributing fresh fruit and vegetables as well as some grocery items to those in need in from the Bingara Court House. The Ozharvest truck has been coming on a fortnightly basis and distributing one bag of groceries to those who attend. Over 100 bags of food were distributed at the last event. Residents are no longer asked to register online for the groceries and all social distancing and contact tracing rules apply.

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

Centrelink

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

Youth Service

Funding body – Family and Community Services

Youth Council

A Youth Council meeting was held on Wednesday 2 September via Zoom. Planning will continue for the upcoming Youth Week event, an online Trivia Night via Zoom to be held in November. The event will be governed by the restrictions in

place at the time. Topics for rounds were decided and members of the Youth Council were allocated a topic to develop the questions. The next meeting is scheduled for Wednesday 7 October.

Youth Mentoring Program

Month	Number of participants
July	4
August	2
September	2

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

Bingara Toy Library

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

1 September Bubz Biz session - Sandy Scotton from Hunter New England Health visited to give a presentation on language and literacy development. Debbie Armstrong, the local child and family health nurse was in attendance also. Handouts on book lists and why to visit a speech therapist plus question time were provided. Eight children and seven adults attended.

Debbie Armstrong advised that the October Bubz Biz session will be her last as she is leaving.

8 September - Rural Outreach visit with Emma talking on importance of Daddy in a family. A handout was provided on 'types of dads' and there was discussion among those attending. Eight children with five parents attended.

Borrowing from the toy library was re-introduced in September. Once toys are returned, they are fully sanitised and kept out of use for three full days.

During September, the CWA celebrated Awareness Week. The Toy Library provided a display and free items for families - pens, booklets and recipe cards.

KSK children were provided with various opportunities during September. Father's Day gift making, 000 chat on address and safety spots, card games, ball skills outside and painting in the backyard plus making charms bracelets with a movie afternoon with popcorn for last week of term.

Particulars	July	August	September
Total daily attendance count for children who utilised the service	97	137	157
Full borrowing memberships New/renew	Membership which were current at time of lockdown were all extended for 2.5 months.	1	0
Non borrowing memberships New/renew	0	2	1
Casual borrowing memberships. New/renew	0	0	0
Commemorative Birth Certificate – voucher memberships	0	11	0
Toys returned	2	0	4
Toys borrowed	0	3	7
Children & Groups using toys	0	2	5
MONDAY play session	24	13	6
TUESDAY play session	23	31	46
WEDNESDAY play sessions	10	18	38
THURSDAY play sessions	17	18	12
KSK Program	23	57	55
Total Sessions held through September		Monday – 4 Tuesday – 5 Wednesday – 5 Thursday – 3 KSK Program - 11	

Supported Playgroup Development Worker

Funding body – Family and Community Services

Warialda Toy Library	July	August	September
Total daily attendance count for children, (no. of children having utilised the service calculating each day over the month)	98	96	110
Full borrowing members (new)	0	0	0
Non borrowing members (new and/or renew)	0	2	1
Casual borrowing members (new or renew)	0	0	0
Commemorative Birth Certificate applications received	4	0	2
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	23	19	20
Tuesday group activity morning	20	22	31
Thursday group activity morning	27	25	32
Friday group activity morning	28	30	27
Total Sessions held through September	Monday – 2 Tuesday – 3 Thursday – 3 Friday – 3		

During September the Warialda Toy Library continued to provide services to the families of the shire, promoting early childhood development and facilitating opportunities for family networking and providing support for families as required.

A significant event for the month was a commemorative birth certificate ceremony that took place on 7 September. A total of nine babies were welcomed into the shire, receiving a six-month free membership to the service and a welcome pack to the Toy Library. This ceremony was attended by special guest and Councillor Marilyn Dixon. Following the ceremony, families attended a special morning tea while children engaged in play and explored the activities provided.

One family was provided with emergency in home respite services through contact made with Carers Gateway in September. This service was made possible through referral supplied to the service provider by the Supported Playgroup Development Worker. Services were promptly put in place for this family and assistance for the family has been assured.

All families attending the service session were provided with an updated copy of the speech pathologist recommended book lists for all children aged 0-5years of age on 2 September.

4 September - children gathered at the service making special Father's Day gifts.

Anxiety in children was discussed on Monday 14 September and referral was requested by two families requiring further information regarding local Allied Health contacts to support their children facing symptoms of anxiety.

September was a busy month with children being provided the opportunity to engage in various craft, dramatic play, story and music and movement activities. Given the impact that COVID-19 has had on service sessions this year, it is worth noting that the Toy Library has been informed of 11 expecting families in the Warialda area. The Toy Library looks forward to welcoming these families in the very near future.



Father's Day preparations at Warialda Toy Library



Cr Dixon presented Birth Certificates at Warialda Toy Library

Bingara Preschool

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

Days	January
Tuesday	24
Wednesday	23
Thursday	27
Friday	22

Pirate Day Fundraiser: During September, Bingara Preschool has had an online fundraiser for the Childhood Cancer Support Foundation – ‘Talk Like a Pirate Day’. The Preschool community has raised a total of \$353.88 for this cause. To celebrate the amount raised, the children and staff dressed up as Pirates on Friday, 18 September.



Pirate Dress Up day at Bingara Preschool

Transition to School Program: Bingara Preschool and Bingara Central School have been granted special permission from the Director of Education to continue their ‘Transition to School’ program. Ms Schmidt (Kindergarten Teacher at BCS) visits Preschool every Friday from 10am-11am and teaches the children the transition lesson in preparation for formal schooling in 2021. Ms Schmidt will continue her visits into Term 4 unless restrictions ease or change.

Visible Learning: The children at Bingara Preschool have spent September, learning about Sunflowers. There have been many different opportunities to learn and explore sunflowers. These include drawing and painting their own sunflowers, creating their own sunflowers from collage and planting sunflowers in the Preschool garden.

Liaising with Support Services: During the month of September, Bingara Preschool has liaised with a variety of support services. This included welcoming Jen Shephard (PEDAL: Behavioural Therapist) who provided

feedback on strategies in relation to challenging behaviours. Deb Hamilton (PEDAL: Early Intervention Facilitator) visited Bingara Preschool and provided support and encouragement in relation to strategies on embedding inclusive practices within the service. Di (Brighter Access – Early Intervention) visited and discussed updating a child’s ‘Individual Family Service Plan’ with the Director.

Tharawonga Mobile Resource Unit

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

Transition into school programs have been postponed as schools are not welcoming visitors. Teachers will be coming to each venue to work with the children who will be attending school next year. As COVID rules change, Tharawonga staff will update parents as to what is expected of them.

Emergency evacuations and lockdowns are now noted on Xplor via venue phones to be timed for how long it takes to get to the evacuation point and conversations between educators and children are recorded as we make our way to safety. A manual record is also kept in the Director’s Emergency folder.

For “Talk Like a Pirate Day”, Tharawonga families and staff have been busy raising money for Canteen with the sale of bandanas, pens and black or white eye patches. These efforts are fundraising for children with brain cancer.

Numbers at each center during September are as follows:

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

Crooble: Staff have been able to program and write observations from the Crooble venue now that the internet booster is working at the hall. Staff are concerned about child enrolment numbers into 2021 but hoping the grain harvest may bring some working families to the area.

Children made dream catchers for Father’s Day which required them to saw a piece of branch to make a hanger and to wind string around it to hang it from a nail. They used hot glue guns to paste their trinkets and nature objects onto the branches.

Children are learning to fly kites to utilise the constantly windy weather at Crooble. Educators have found a safe spot beside the hall which has an updraft which takes the kites straight up for children.

Yetman: Children have been busy learning the days of the week. They have learned a song about the days of the week and are quizzed on what days they attend preschool at their various venues. Children dressed as pirates for Talk like a Pirate Day and raised money for Canteen for children with cancer. This teaches children to have empathy for others and to become champions for those people for whom life has thrown some extra challenges.

The Yetman program is designed to follow children's areas of interest with appropriate experiences provided.

North Star: The continuing saga of border closures is heavily affecting many North Star families whose children are at boarding school in Queensland. Thankfully, Queensland has opened up a bubble to allow people to pass around the area as many people use Goondiwindi as their main shopping centre and attend medical appointments in Moree and Toowoomba, and preschool in Goondiwindi as well as Tharawonga.

The successful Department of Education grant application should see a new fence built around the Mary Makim Hall at North Star during the September holidays. This will vastly improve the safety of the venue when Tharawonga returns for Term 4. The quote is also for new fire doors around the hall.

Yallaroi: Staff have been preparing children's portfolios for end of year and their art works are being collected for this.

The children enjoyed a visit from a silky hen and chickens; this was well received. There has been great interest within the Yallaroi community with regard to sustainable practices such as having a flock of hens to provide eggs and meat and fertilise the soil.

Children are preparing to make a tray of succulents for their parents for Christmas and the community will be asked for donations of plants towards this.

Gravesend: Gravesend educators dressed all in yellow to promote RUOK day. They also dressed as pirates for Talk like a Pirate Day and helped the children to raise funds for 'Canteen' and children's brain cancer.

A new fence has been built around the Gravesend Clubhouse and it will be completed by the end of September. This will secure the undercover area of the hall to ensure that children do not run onto the road.

Spring has been an intentional teaching area in response to the change of seasons. Children have embraced the concept and have been asking questions about the weather and birds. In response to this, families were asked to provide eggs and an incubator has been set with chickens set to hatch soon. Bird's nests were of particular interest to the children, so staff have brought some in for children to observe.

CONSULTATION

Consultation has occurred within the Organisation and Community Development 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 Development Department are in line with the 2020/2021 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 2020/2021 Operational Plan.

OFFICER RECOMMENDATION

THAT the monthly Organisation and Community Services report for September 2020 be received

ATTACHMENTS

AT- Naroo Bond Report

Attachment 1 – Naroo Bond Report as at 28 September 2020

Printed Date: 28/09/2020, Last Edit: 31/08/2020

Multi Facility Summary
 Active Accommodation Bonds / Payment Schedule - Summary
 As at 28/09/2020

FACILITY NAME	Pre 1 July 2014 Payment Arrangements [Bonds]	Agreed Bond Agreed Price	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 Other Deductions	Balance
NAROO AGE CARE FACILITY											
Bonds		\$32,087.73	\$32,087.73	\$32,087.73	\$0.00	\$0.00	\$10,886.51	\$0.00	\$0.00	\$0.00	\$21,211.22
RADs/RACs	\$2,389,700.55	\$1,622,884.78	\$1,622,884.78	\$1,622,884.78	-\$35,000.00	\$738,883.50	\$0.00	\$0.00	\$0.00	\$0.00	\$1,625,817.05
TOTAL	\$2,401,768.28	\$1,622,884.78	\$1,622,884.78	\$1,622,884.78	-\$35,000.00	\$738,883.50	\$0.00	\$0.00	\$0.00	\$0.00	\$1,647,028.27
SRAND TOTAL											
Bonds		\$32,087.73	\$32,087.73	\$32,087.73	\$0.00	\$0.00	\$10,886.51	\$0.00	\$0.00	\$0.00	\$21,211.22
RADs/RACs	\$2,389,700.55	\$1,622,884.78	\$1,622,884.78	\$1,622,884.78	-\$35,000.00	\$738,883.50	\$0.00	\$0.00	\$0.00	\$0.00	\$1,625,817.05
TOTAL	\$2,401,768.28	\$1,622,884.78	\$1,622,884.78	\$1,622,884.78	-\$35,000.00	\$738,883.50	\$0.00	\$0.00	\$0.00	\$0.00	\$1,647,028.27

N:/2020/Naroo Reports/September Monthly Report

Expenditure \$258,342.63 (\$217,834.40 and on cost \$40,508.23)

Net Operating Cost to Council \$98,101.99 plus Regulatory staff time and Warialda administrative staff time costs.

The Bingara IGA and Hardware approached the Council to arrange taking over the Warialda CDS processing from Council. The Scheme operator, Tomra was amenable to this proposal. Unfortunately, the proposal did not go forward when the numbers did not prove to be profitable.

COMMENT

The CDS runs at a loss. The benefit provided does not justify the cost.

CONCLUSION

Council should endeavor to encourage an alternative processor to undertake the CDS. Alternatively, Council could investigate the possibility of repudiating the contract without penalty.

CONSULTATION

Consultation has been undertaken with Council's Waste Services and Finance department, Bingara IGA and Hardware, the CDS processor and Tomra.

FINANCIAL IMPLICATIONS

Savings of Net operating costs, and other unquantified expenses, outlined above.

STRATEGIC IMPLICATIONS

The Warialda community may be without a local CDS service provider if Council withdraws and a suitable alternative processor is not found.

OFFICER RECOMMENDATION

THAT the report be received

FURTHER that Council negotiate the termination of the current contract with Tomra.

ATTACHMENTS

There are no attachments for this report.

**Item 4 Minutes of the Disability Access Committee Meeting held
18 September 2020**

FILE REFERENCE 20/22450

DELIVERY PROGRAM

GOAL: 1. A healthy and cohesive community

OUTCOME: 1.1 WE HAVE HEALTHY AND INVITING SPACES AND
PLACES

STRATEGY: 1.2.2 A shared responsibility for community safety - OCD
- external

AUTHOR Organisational and Community Services Director

BACKGROUND

Council's Disability Access Committee consists of Councillors, members of the public and Council staff. The purpose of the Committee is to be a key source of advice to the Council by identifying issues related to disability access and inclusion with the Shire.

This revamped committee first met in February 2020 and now meets on a regular quarterly basis.

COMMENT

Draft minutes of the Disability Access Committee meeting held on 18 September 2020 are attached.

The committee has recommended the following action:

- procure signage for the Bingara Library indicating disabled access and parking at the rear of the building and add concrete slab for parking
- limit the addition of furniture to Fays' Park, Bingara
- install fluoro marking on all bench seats in the CBD of Bingara and Warialda
- paint contrast on step edges of all Council buildings (to assist the visually impaired)

The Council's staff are co-ordinating an overall Bingara CBD improvement plan and these suggested actions should be referred to this group for further consideration prior to any implementation.

OFFICER RECOMMENDATION

THAT the report be received and that the improvements recommended by the Committee be referred to staff for inclusion into the overall Bingara CBD Improvement Plan being developed where considered appropriate.

ATTACHMENTS

AT- draft minutes - Disability Access Committee Meeting

Disability Access Committee Meeting

18 September 2020



MINUTES

Venue:	Bingara Library	Date:	18 Sept 2020
Chair:	Fiona McGowan	Time:	11am – 12pm
Attendees:	Cr Frances Young, Cr Catherine Egan, Diana Saunders, Gail Phillipott, Jennifer Brown, Paul Moulton, Sharon Rafter, Carl Tooley, Saul Standerwick, Robyn Phillips		
File Ref:	S74		

Item	Agenda Item
1	Welcome and Apologies
1.1	Apologies were received from Sharon Baker, Leeah Daley, Teri Hickman, Cr Dixon
1.2	Moved that the Apologies be accepted: CE Seconded: FY Carried
2	Minutes of last meeting held 19 June 2020 (attached)
2.1	Action Item Log
2.1.1	Feasibility of Pedestrian Crossings in Bingara and Wlida in future CBD upgrades – see 3.1
2.1.2	Group exercise on 4 September - see 3.2
2.1.3	U3A – invitation sent. Have now obtained mobile contact no.
2.1.4	Letters to Business Houses – has been drafted, need contact person. It was agreed to hold off on sending the letter to all business houses. Instead, RP to contact Cr T Galvin and suggest information be supplied to the next meeting of the Business Houses group in Bingara. Fiona McG volunteered to represent the Committee. Action: RP Consider developing an information sheet for distribution to business houses in Bingara and Warialda.
2.1.5	Action Plan and budget estimates – see 3.3
2.2	No further business arising from Minutes
2.3	Moved that Minutes be accepted: FMcG Seconded: JB Carried
3	Items listed
3.1	Pedestrian Crossings and Disabled Parking improvements in Bingara and Warialda have been included in the Action Plan. A concept plan will go to Transport Committee and will then require Council approval.
3.2	Results of town walk – six Committee Members and two lifestyle officers from Touriandi participated on 4 September. The group used a wheelchair, a walker, vision impairment goggles and canes and accessed different business houses acting out a couple of scenarios in the Bingara shopping centre. Members

Disability Access Committee Meeting

18 September 2020

	<p>experienced the difficulties disabled people experience daily and identified obstacles.</p> <p>It was noted that relevant Council departments e.g. Tech Services and Town Services / Parks and Gardens are included in the meeting Agenda invites. Council's Building Services Manager will be added to the contact list.</p> <p>The committee expressed thanks to Jennifer Brown for the Touriandi staff that attended the 'town walk'. Their input was valuable.</p>
3.2.1	As a result of the Committee's assessment of Bingara CBD, the committee recommended consideration of signage for Bingara Library to direct disabled access and parking to rear of library, installation of a doorbell at rear library door and construction of a concrete pad for parking (instead of recommending automation of main library doors) – path on northern side of library provides easy access for wheelchairs/walkers, motorised scooters etc
3.2.2	CT has notified Council's Parks and Gardens department of this committee's concern regarding any additional furniture in Fay's Park (obstructions)
3.2.3	Committee request for fluoro markers to be installed on all bench seating in Bingara and Warialda (consistency)
3.2.4	The committee requested Council to paint contrast on step edges of all Council buildings
3.3	Action Plan – the draft action plan was discussed and endorsed by the Committee
4	Other Business
4.1	Suggestion for an information day 'Disabled Expo' for Council (staff and Councillors) to experience
4.2	Disability access to Bingara Sporting Club – is on Action List for future funding. Information given to Sporting Club members to investigate a portable ramp for use in the interim.
4.3	GP noted the publication 'People Places' while specifically for libraries, may be of use in other areas Links : https://www.sl.nsw.gov.au/public-library-services/people-places https://www.sl.nsw.gov.au/sites/default/files/people_places_0.pdf
4.4	SS has some projects he will submit to this committee for comment
4.5	Minutes of this Committee will go to Council Meeting for endorsement
5	Next Meeting
	It was agreed to move the scheduled meeting on 18 December forward one week to 11 December 2020. The meeting will be in Warialda Council Chambers commencing at 11am.

Action Item Log				
Officer	Item	Listed	Due by	Outcome
CT	Investigate feasibility of pedestrian crossings in Bingara and Warialda as part of future CBD upgrades	19/06/20	18/09/20	In Action Plan
RP	4.1 - Coordinate group exercise on 4 September 2020	19/06/20	04/09/20	Completed
RP	4.2 - Invite members of U3A to September meeting	19/06/20	11/09/20	Completed
RP	4.4 - Send letters to business houses	19/06/20	19/07/20	Postponed

Disability Access Committee Meeting

18 September 2020

CT	4.6 – Prepare Action Plan and Cost estimates/ budget	19/06/20	19/07/20	In progress
RP	2.1.4 - Contact Cr Galvin re Bingara Business meeting	18/09/20	30/09/20	
RP	3.2.1 – Once endorsed by Council - CRM for signage, doorbell and concrete pad for Bingara Library	18/09/20		
CT	3.2.2 – request consultation with Parks and Gardens before any additional furniture is installed in Fay's Park	18/09/20		
RP	3.2.3 – Once endorsed by Council – CRM requesting fluoro markings to be installed on <u>all</u> bench seats in both CBDs of Bingara and Warialda	18/09/20		
RP	3.2.4 – Once endorsed by Council – CRM to paint contrast on step edges on all Council buildings	18/09/20		

Item 5 Correspondence - The Order of Australia Association

FILE REFERENCE 20/23351

DELIVERY PROGRAM

GOAL: 4. Proactive Regional and Local Leadership

OUTCOME: 4.1 WE ARE AN ENGAGED & CONNECTED COMMUNITY

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

AUTHOR General Manager

STAFF DISCLOSURE OF INTEREST Nil

IN BRIEF/ SUMMARY RECOMMENDATION

Council has received correspondence from The Order of Australia Association seeking a decision on whether Gwydir Council supports a New England and North West Region group of the Order of Australia Association.

Correspondence is attached.

OFFICER RECOMMENDATION

THAT the report be received

FURTHER that Council makes a decision whether to support the formation of a North West Regional group of the Association

ATTACHMENTS

AT- Correspondence from The Order of Australia Association

Scanned By: Rmitchell On: 17/09/2020 10:48:19 AM 00001

RECEIVED
17 SEP 2020

Gwydir Shire Council



THE ORDER OF AUSTRALIA ASSOCIATION
NEW ENGLAND & NORTH WEST REGIONAL GROUP

11 September, 2020

Our Ref: 290064

The General Manager
Gwydir Shire Council
Locked Bag 5
BINGARA NSW 2404

Dear Sir/Madam,


I refer to my letter dated 23 July last, a copy of which is annexed.

The Councils that have replied have been enthusiastic in supporting the concept and if possible, our committee would like to see the whole of the region similarly served.

In respect of awards other than within the Order of Australia, we have liaised with the Honourable Mark Coulton MP, Member for Parkes, and a copy of his email of Wednesday 2 September, 2020 at 4:49 p.m. is also annexed.

If your Council decides that it does not want to be part of the project, would you kindly let us know so that we do not trouble you with further communications. Conversely, if you would like to be involved, then we would be happy to keep you updated with awards and relevant information.

Yours sincerely,


.....
Roger Butler OAM

Encl.2.

*To foster love of and pride in Australian citizenship and to
uphold the high principles and prestige of the Order of Australia*

*The Order of Australia Association Limited ACN 008 612 664 - A Company Limited by Guarantee
PO Box 419, Moree NSW 2400 Tel: (02) 6752 1677 Fax: (02) 6752 1899 Email: rbutler@colebutler.com.au*

ORB/TMM/2898/52



**THE ORDER OF AUSTRALIA ASSOCIATION
NEW ENGLAND & NORTH WEST REGIONAL GROUP**

23 July, 2020

Our Ref: 290064

The General Manager
Gwydir Shire Council
Locked Bag 5
BINGARA NSW 2404

Dear Sir/Madam,

Our Association has been formed to help foster a collegiate spirit amongst recipients of awards within the Order of Australia who are resident in the New England and North West Region of New South Wales and, in particular, to:

- a) organise regular receptions in honour of new awardees;
- b) hold, at least every two years, a luncheon in one of the major localities (these have been well attended, greatly appreciated and highly successful);
- c) send to NENW resident recipients of the Orders regular notice of matters of interest to them.

There are two particular matters we wish to raise with your Council:

1. A belief that, along with war service veterans and local sporting heroes, there be a publicly maintained Honour Roll for residents of your community who have been recipients of both Imperial and Order of Australia Awards. If your Council is minded to implement such recognition, then my committee can provide you with all the requisite background information;
2. So as to help develop a collegiate spirit amongst recipients of the Awards within your own community, we ask that you provide us with the name and address of the President of your Australia Day committee so that we can communicate with that person and committee appropriately.

I look forward to hearing from you at your convenience.

Roger Butler OAM
Secretary

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uphold the high principles and prestige of the Order of Australia*

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ORB/TMM/2898/30

Teri McMahon

From: Coulton, Mark (MP) <Mark.Coulton.MP@aph.gov.au>
Sent: Wednesday, 2 September 2020 4:49 PM
To: Roger Butler
Subject: RE: COMMUNITY HONOUR ROLLS FOR RECIPIENTS OF IMPERIAL AND ORDER OF AUSTRALIA AWARDS
Attachments: Ltr - Mark Coulton 05.08.20.pdf

Dear Roger

I write in response to your letter of 5 August 2020 regarding your request for a list of recipients of Imperial Awards. I understand you are hoping to arrange a publicly maintained Honour Roll for recipients of both the Order of Australia and Imperial awards.

The Australian Honours Search Facility <https://honours.pmc.gov.au/honours/search> contains over 265,000 entries of people who have been honoured since federation through to the present day and continues to grow with each Australian honours announcement.

This database is mainly a record of recipients of Australian honours, our distinctive system, which began in 1975 rather than the Imperial system of British honours, which commenced in 1901 and was phased out by the late 1980's.

There are however 52,000 records for Imperial honours awarded to Australians which are included in the Australian Honours Search Facility. However, the list of recipients is incomplete and, due to their historical nature, records may not be accurate. Further, the records do not include information on suburbs or postcodes, as was the practice at the time of the announcements.

While Imperial awards are published in the London Gazette, the records also do not include locations of recipients.

- <https://www.thegazette.co.uk/honours-lists> from 1940
- <https://www.thegazette.co.uk/all-notices/content/100862> 1901 to 1939
- <https://www.thegazette.co.uk/awards-and-accreditation/content/100138> Commonwealth honours 1981 to 1990

The Honours and Awards Secretary at Government House also has a complete register of Australian honours recipients. Again, it is unlikely that the records contain information on postcodes and suburbs of recipients. The Secretary can be contacted at honours@gg.gov.au

Please note that some recipients of honours, both Australian and Imperial may not have wanted their details to be made public due to privacy concerns or for other reasons.

You may wish to seek further advice from local historical societies or the National Library of Australia which may be able to further assist with your research.

I trust this information is of assistance.

Regards

Mark