



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, Bingara, on **Thursday 10 September 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

B U S I N E S S P A P E R

AGENDA

COMMUNITY SERVICES AND PLANNING COMMITTEE September 10, 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, 9 July, 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. Monthly Confidential Organisation and Community Services Report - August 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

AUGUST 2020		
Organisational Lead and Lag Indicator Snapshot		
Lead Indicators	Current Month	Total (from 1 July 2020)
Number of Hazards Reported	0	0
Number of Near Misses Reported	0	0
Number of Workplace Verifications	1	2
Number of Tool Box / Safety Meetings / Training	41	64
TOTAL	0	0
Lag Indicators	Current Month	Total (from 1 July 2020)
Number of Incidents	5	0
Number of First Aid Treatments (FAT)	0	0
Number of Medical Treatment Injuries (MTI)	2	2
Number of Lost Time Injuries (LTI)	1	1
Working Days Lost Due to Injuries	0	35
Working Days Restricted Duties	0	0
Number of Employees	190	388
Total Hours Worked	21296	42856
Lost Time Injury Frequency Rate (LTIFR)	46.957	23.334
Total Recordable Injury Frequency Rate (TRIFR)	140.872	70.002

AGED CARE SERVICES

Naroo Aged Care Facility, Warialda

Occupancy – 35

Training:

Naroo staff undertook training in the following courses during August:

- Dysphagia – awareness and support of swallowing difficulties
- Mental health - defining dementia, depression and delirium

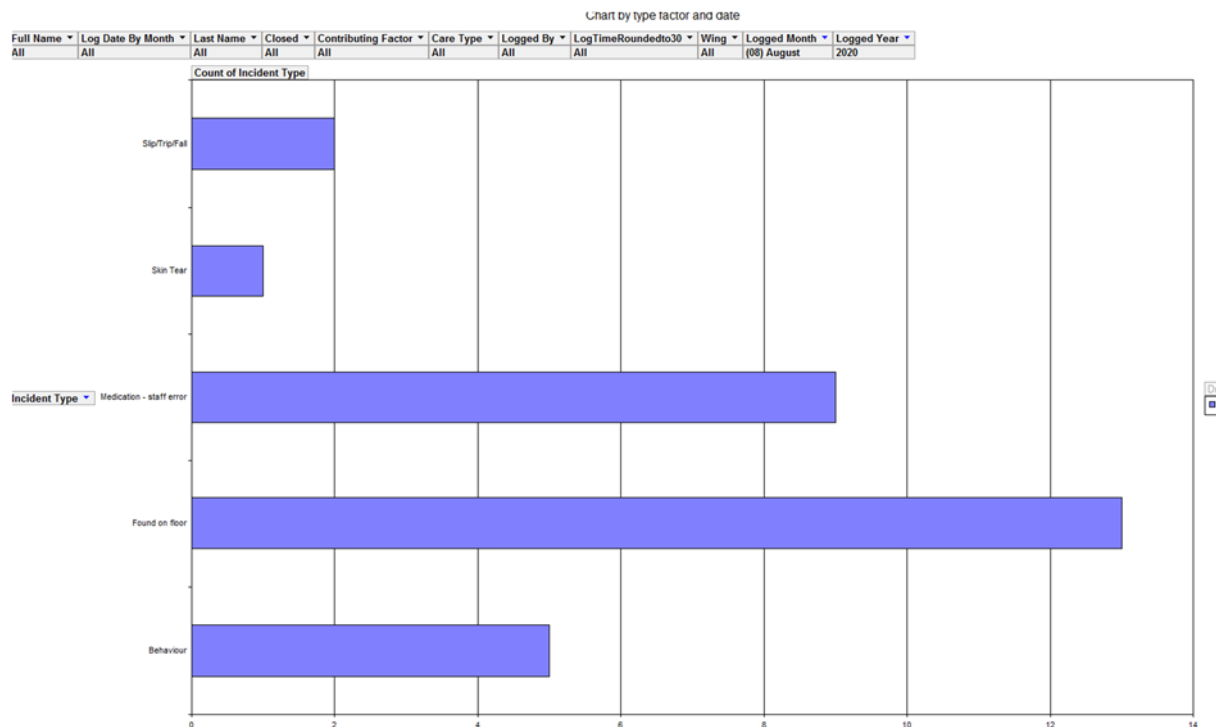
Activities

Naroo residents celebrated International Beer Day during August, spending the afternoon tasting beers from around the world with nibbles. Throughout the day the residents sampled food recipes that included beer battered fish and chips, Bud Light Lime Cheesecake and Beer Damper and Scones.



Some of the beers sampled at Naroo

Naroo's Quality Report for July



Naroo Budget:

ACFI Monthly Revenue: Please 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	

Naroo's Bond Report for August is Attachment 2.

Gwydir Shire Commonwealth Home Support Program (CHSP) Summary

	BINGARA		DELUNGRA		WARIALDA	
	July	Aug	July	Aug	July	Aug
DAY CENTRE						
Total active clients	20	20	23	23	97	98
Clients receiving service	11	12	11	10	51	44
Total meals	31	35	124	44	145	158
Hrs clients receive in Centre	93	146	138	103	337	316
SOCIAL SUPPORT						
No of clients	42	39	10	10	37	44
Individual hrs	334	290	5	2	14	44
Group hrs	93	146	133	103	282	272
Total hours received	427	436	138	105	50	316
FOOD SERVICE (Meals on Wheels)						
Clients	11	11	0	0	5	5
Meals	218	190	0	0	105	99
TRANSPORT						
Number of clients	34	31	4	2	19	19
Number of trips	192	151	20	14	70	70
TRANSPORT - YOUTH						
Number of clients	0		0	0	0	0
Number of trips	0		0	0	0	0
ACCESS BUS - INVERELL						
Number of clients	10	10	1	1	8	8
Number of trips (per month)	2	2	4	4	4	4
VOLUNTEERS						
No of volunteers/ mth	11	9	1	1	6	36
Monthly volunteer hours	443	436	20	16	306	420
ACCOMMODATION UNITS FOR AGED						
Occupancy	n/a	n/a	0	0	13/13	13/13

August has been a quiet month. COVID restrictions are still in place with social distancing, questionnaires completed and temperatures taken.

Clients are appreciative of a new bench seat and shade tree being placed in the front yard at the Delungra Day Centre.

Clients are still using the transport for bus trips to Inverell and are looking forward to day trips once the COVID restrictions ease. Bingara out of town transport was busy during August. Another out of town transport volunteer driver and two meals on wheels volunteer drivers have been recruited for the Bingara Centre.

Bingara's Tuesday morning social support group is extending their stay until mid-afternoon and the group is being provided with a light lunch. The group has been playing cards, Yahtzee and other games while some are just happy to knit and natter. The knitters are still knitting the squares for the charity "Wrapped with Love."

Numbers on the fortnightly access bus have been limited to five to allow for compliance with the social distancing rules.

All reporting to Transport for NSW and DEX reporting has been completed and returned within the time frame required.

ECONOMIC DEVELOPMENT, MARKETING and MEDIA

Marketing

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

Stakeholder Engagement

Stakeholder surveys continue to collect feedback and information regarding internal and external stakeholder perspectives. The surveys are utilising the McKinsey 7 S framework which has been selected due to its inclusion of values, communication, and culture questions. Above and beyond the information collected the process affords an excellent opportunity to engage stakeholders in the process of further developing the Gwydir Shire Brand and integrated communications strategies. An interim report will be provided during the first week of October and a final report mid-November.

Communications Planning

A draft communication plan outlining the various existing communication channels was distributed to senior managers for feedback with received amendments then included. The second draft has been distributed and will be discussed at the management meeting with finalisation expected before December.

Social Media and Media Contact Policy

A social media policy has been drafted and forwarded to the Deputy General Manager for consideration. The media contact policy will also be reviewed to ensure the policy is consistent with Organisational Structure and that practice is consistent with policy, and effectively managed.

Gwydir Shire Council Website

The new Council Website project has been reviewed considering the four steps in the process of developing a website. Staff will be trained to upload draft content which will require sign off from the Marketing and Economic

Development team prior to going live. The expected launch target is 30 October 2020.

Economic Development

Prioritise Economic Development.	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.
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Circular Economy

Dialogue between the Marketing and Economic Development Manager and the Consultant driving the Warialda Industrial Park, Waste to Energy and Protected Cropping projects has taken place resulting in the decision that information sharing will continue regarding further developments in the Circular Economy Projects; and that other economic development opportunities driven by the Marketing and Economic Development Manager will endeavour where possible to flow into those Circular Economy Projects. This would include, for example, potential agricultural growth areas that may assist in drought proofing the Shire's agricultural sector such as agritourism, meat goat production and attracting new residents who are financially secure (and entrepreneurial) into agribusiness, and into the Gwydir Shire. Future Affordable housing opportunities should continue to be explored along with endeavours for marketing campaigns based on the region's quality of life characteristics.

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. However, the venue continues to provide capacity to meet social distancing requirements for several Council meeting requirements, and the Cinema club has recommenced without sharing food and is adhering to social distancing.

The Roxy Café remains without a lessee. A potential lessee showed great interest but has since withdrawn due to a lack of business experience. There are currently two other parties showing interest.

Services NSW

Council's Services NSW agencies remain open, with the COVID-19 situation monitored to ensure the safety of staff.

Events

Christmas Carnivals in Warialda and Bingara are being planned, subject to COVID-19. 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
30 Aug	NWTC Film Club	28

Roxy Conference Room

Date	Purpose	Numbers
11 Aug	Grant project meeting	15
27 Aug	Council Meeting	14

Roxy Meeting Room

Date	Purpose	Numbers
No Bookings for August		

Roxy Trade Training Kitchen

Date	Purpose	Numbers
No Bookings for August		

VISITOR INFORMATION CENTRES

Bingara Visitor Information Centre

Jul 2020	Aug 2020
Opening hrs = 182	Opening hrs = 171
Volunteering hrs = 32.5	Volunteering hrs = 37

Warialda Visitor Information Centre (June report unavailable)

Jul 2020	Aug 2020
Opening hrs = 172.5	Opening hrs = 165
Volunteering hrs = 22	Volunteering hrs = 22.5

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

Visitors at Bingara VIC	Jul	Aug
	713	546

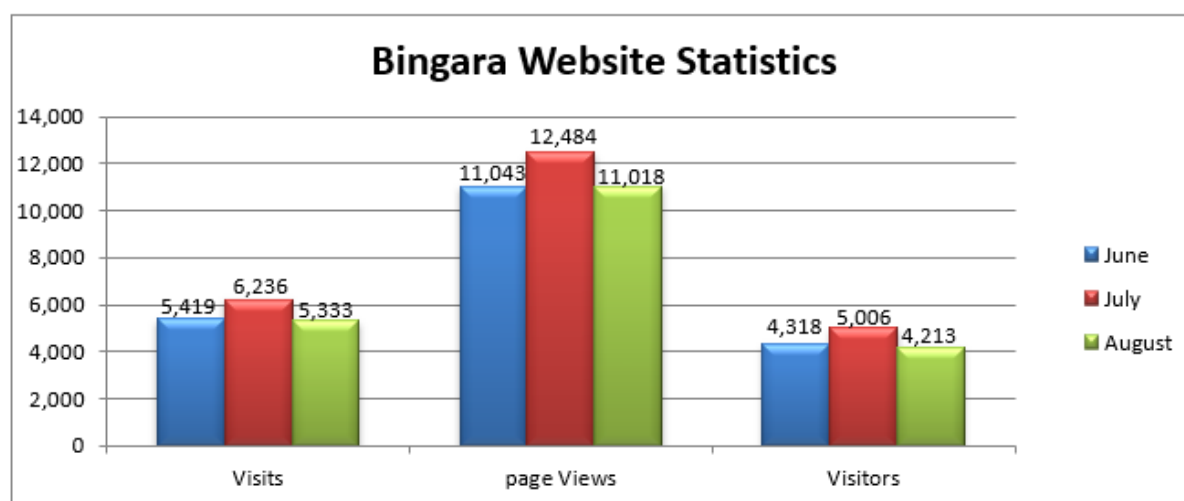
Income – Warialda VIC	\$ Jul	\$ Aug
Centre hire	0	0
Merchandise sales	2,761.58	2,356.62
Goods on consignment sales	0	0
Subtotal	\$2,761.58	\$2,356.62
Less Caravan Park money banked	0	0
Total Monthly Income	\$2,761.58	\$2,356.62

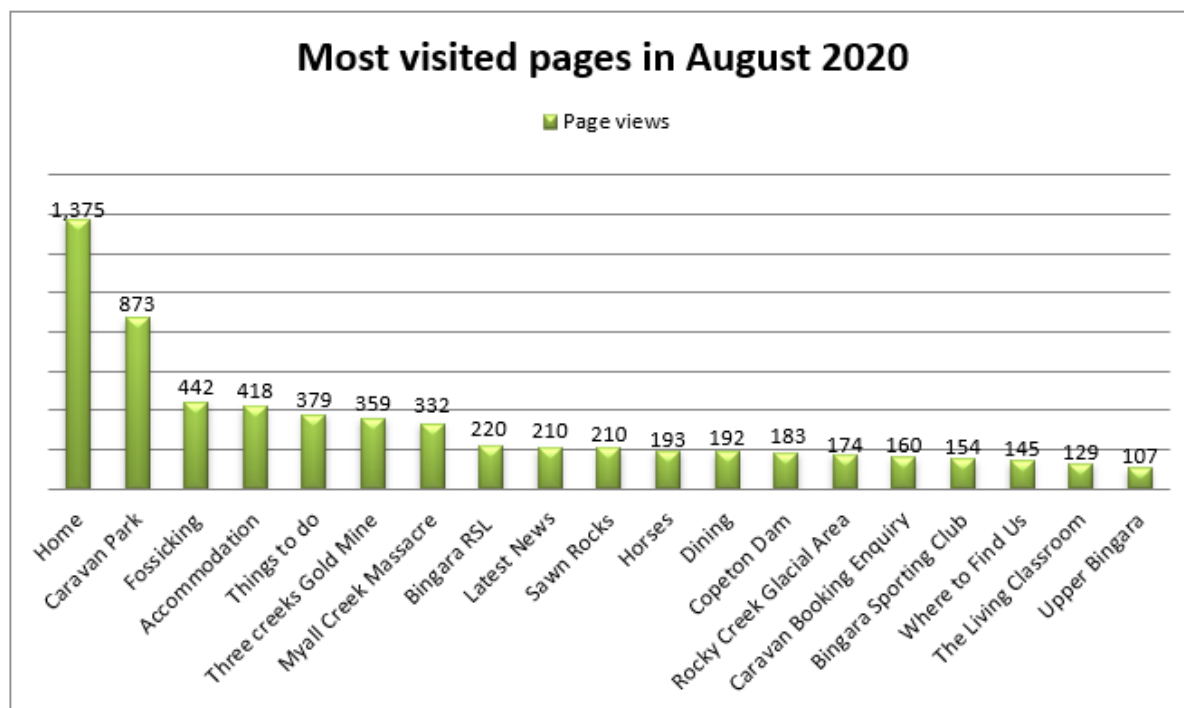
Cranky Rock Sites	Jul	Aug
Powered sites	113	
Unpowered sites	46	46
Total	159	159

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

Gwydir – Warialda – Roxy Websites – report unavailable

Bingara Website





SOCIAL SERVICES – July 2020

Bingara Neighbourhood Centre

Funding body – Family and Community Services

The partnership between the Bingara Neighbourhood Centre and Bingara CWA to facilitate Ozharvest to distribute fresh fruit and vegetables as well as some grocery items to those in need from the Bingara Court House has continued and is greatly appreciated by those who attend. Almost 200 bags of goods were distributed this month with all social distancing and contact tracing rules being applied.

Assistance with community grant applications and drought support initiatives has also continued during August.

Centrelink

Centrelink maintained normal operations throughout August, maintaining the social distancing guidelines, one person permitted 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 – Family and Community Services

Youth Council

There was no Youth Council meeting held during August. The next meeting is scheduled for Wednesday the 2nd of September. It will be a zoom meeting held at 7pm to allow for more of the young people to attend as they will be home from school and work. Planning will continue for the upcoming Youth Week event that is planned for November.

Youth Mentoring Program

Month	Number of participants
June	4
July	4
August	2

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

Bingara Toy Library

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

August saw the service return to more regular monthly sessions which have been well attended by mums and dads in Bingara.

Bubz Biz returned on Tuesday 4 August with the Child and Family Health Nurse providing support, information on potty training and weighing babies. Seven children with six adults attended this session.

The delayed Commemorative birth certificate ceremony was held over two days to accommodate the COVID-19 restrictions. On 5 and 6 August, Deputy Mayor, Catherine Egan attended the service to present the certificates and a small gift/welcome package to each family. A total of eleven new babies were welcomed to Gwydir Shire.

Staff from the Inverell Rural Outreach Service visited on 11 August for the first time since lockdown speaking with the families about the hardships of COVID-19 and offering support. Handouts on ways to cope and mask wearing were part of the morning's session. Ten children with seven parents attended.

Kool Skool program children made Father's Day gifts, had a movie afternoon, and enjoyed being outside in the yard allowing gross motor activities to promote being active.

Particulars	Jun 2020	Jul 2020	Aug 2020
Total daily attendance count for children who utilised the service for the month	29	97	137
Full borrowing memberships New/renew	Memberships frozen until Term 3; every family to join from then.	Membership which were current at time of lockdown were all extended for 2.5 months.	1
Non borrowing memberships New/renew	0	0	2
Casual borrowing memberships. New/renew	1	0	0
Commemorative Birth Certificate – voucher memberships	5	0	11
Toys returned	0	2	0
Toys borrowed	6	0	3
Children & Groups using toys	1	0	2
MONDAY play session	7	24	13
TUESDAY play session	12	23	31
WEDNESDAY play sessions	5	10	18
THURSDAY play sessions	5	17	18
Total sessions held in August	Monday – 5 Tuesday – 4 Wednesday – 3 Thursday - 4		

Supported Playgroup Development Worker

Funding body – Family and Community Services

Warialda Toy Library	Jun	Jul	Aug
Total daily attendance count for children, (no. of children having utilised the service calculating each day over the month)	43	98	96
Full borrowing members (new)	0	0	00
Non borrowing members (new and/or renew)	2	0	02
Casual borrowing members (new or renew)	0	0	00

Commemorative Birth Certificate applications received	0	4	0
Toys returned	0	0	00
Toys borrowed	0	0	00
Groups using the service (FDC carers, Church and Pharmacy)	0	0	4
Monday group activity morning	4	23	19
Tuesday group activity morning	15	20	22
Thursday group activity morning	12	27	25
Friday group activity morning	8	28	30
Total sessions held in August	Monday – 5 Tuesday – 4 Thursday – 4 Friday - 4		

During August, the Toy Library offered families information and support in topics regarding dental health and hygiene, speech development, infant stimulation birth -2yrs and biting and behavioral management. These information mornings took place each Monday throughout the month of August. Families were provided with literature and supported during discussions regarding these topic areas.

On Tuesday 4 August, children were provided with a dramatic play area to wash, dry and dress dolls. This structured dramatic play scenario was set to facilitate children in their development of self-care and the care of others. This activity allowed the children to act out real life scenarios, supporting families expecting or having just welcomed babies into their families.

On 6, 11, 21 and 28 August sensory based play activities were created for the children to explore at their leisure. Balloon paintings were created, rice with funnels and containers, glue and cardboard were provided for and cotton balls with pegs and paint meant that children were encouraged to practice their sensory acceptance skills while also producing creative pieces of artwork.

Cognitive skills were specifically targeted on Thursday 13 August, when a puzzle and memory games table were set up for the morning activity session.

On Tuesday 18 August, the children participated in toddler science experiments and called upon their parents or carers help to engage in this experience. Science exploration encourages the children's curiosity, promotes trial and error and prompts social interaction skills as the children chat about the exercise at hand.

Fine motor experiences such as playdough creation and cutting and pasting activities were implemented to allow children attending the service sessions on 14 and 27 August to explore their hand/ finger strength and coordination skills.

Music and movement and language and literacy sessions were held throughout the month with activities such as story times and dance taking place regularly. Children spent time on Friday 7 August creating maracas made from paper plates and rice, before then utilising their maracas as instruments for dance later in the morning session.



Concentrating on artwork at the Warialda Toy Library

Bingara Preschool

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

Days	August
Tuesday	24
Wednesday	22
Thursday	26
Friday	19

PEDAL (Promoting Early Development and Learning) Support Services:

During August, Bingara Preschool has had two PEDAL staff members visit the service. PEDAL is the organisation which delivers the Sector Capacity Building Program to Preschools in the Moree District. Deb Hamilton (Early Intervention Facilitator) visited and helped the educators to identify and extend strategies, to promote the inclusion of children with additional needs. Jen Shephard (Behavioral Therapist) attended Bingara Preschool, where she observed the children with additional needs and provided insight on extra strategies to help include these children on a deeper level and manage their behaviours.

Dress Up Days: As an extension of the children's interests, Bingara Preschool held two dress up days in week 6. On Tuesday and Thursday, the children had the opportunity to dress up in whatever they wished. The educators dressed up too. There were so many amazing outfits. Kim Miller from the Gwydir News visited Bingara Preschool and took photos of the children each day. Kim is writing an article for publication in the Gwydir News.

Bingara Library: The town Librarian, dressed as Mary Poppins visited Bingara Preschool on Thursday 27 August as an extension of 'Dress Up Day' to read the children stories.

New Casual Staff: Bingara Preschool welcomed three new employees to the service. Each educator completed two days of training at the service during August. The three educators all have varying levels of experience and qualifications, and we look forward to having them as part of our team.



Dress up days at Bingara preschool

Tharawonga Mobile Resource Unit

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

Day	Venue	2-3yo	3-5yo	Transition to school	Total In Attendance
Monday	Yetman	1	7	2	8
Tuesday	North Star	1	12	3	13
Wednesday	Yallaroi	1	3	1	4
Thursday	North Star	2	9	3	11
Thursday	Gravesend	2	13	5	15
Friday	Gravesend	2	12	5	14
Friday	Crooble	1	6	2	7

August has seen the employment of three new staff for Gwydir Children's Services. This has been a welcome relief and new staff are currently undergoing orientation to both Tharawonga and Bingara Preschools.

Children have been very busy preparing gifts for Father's Day and also creating contributions for their end of year portfolios to take home to parents.

The Tharawonga team is still trialling an individual teaching day at each venue. Unfortunately, this has been difficult to organise due to staff absences.

Critical reflection has shown that the programming has worked well at Gravesend and Crooble as there is good internet at these venues. North Star continues to challenge staff during the day as the internet is not strong

enough to sign children in and out at times, and online observations will not publish out there. Weekly staff meetings have made huge improvements to the dissemination of information and review of policies occurs weekly.

Crooble: Six children are attending on a regular basis. Crooble has become the teaching day for the director. Children have enjoyed flying kites and making dream catchers for their Father's Day craft. As the booster on the hall has improved internet and phone service significantly, staff are now able to program and publish observations.

Yetman: Yetman's little gardeners have enjoyed drawing weekly progress pictures of the plants they have grown. They have also started to enjoy a lot of cooking experiences which offer a wide variety of learning experiences for children.

North Star: There has been one new enrolment at North Star during August but this child may be returning to Goondiwindi preschool due to the opening of the Queensland border. Inclusion Support has been applied for and approved at North Star and a staff member can now be supported for five hours per week.

Statewide Eyesight Preschooler Screening (StEPS) service attended North Star in August and was utilised by three children.

Gravesend: Teaching days have been working well at Gravesend with staff trialling a one hour per day programming or two hours on their non-teaching day. Staff have indicated that they are finding it much easier to keep up with the observations on children now that they have more regular programming time.

Changes have occurred with sleep and rest with older children and those who do not require rest are working on outdoor projects or playing sports such as soccer. 'What's the time Mr Wolf?' has become a firm favourite with the children requesting to play it over and over again.

GOVERNANCE

Declarations of Interest – there were Nil declarations for August

Customer Service Requests (CRM)

2019/2020 CRM details

Department	Outstanding as at 1 July 2020	Completed since 1 July	Outstanding as at 1 Sept 2020
Tech Services	25	15	10
Env /Sustainability	19	16	3
Town Utilities/P&G	15	10	5
Bldg Services	4	3	1
Total outstanding rec'd prior to 1 July			19

CRM details for August 2020

Department	Rec'd during August	Completed during Aug	Outstanding as at 1/9/2020
Tech Services	19	19	0
Env/Sustainability	20	17	3
Town Utilities/P&G	14	12	2
Bldg Services	10	9	1

COMMUNITY ASSETS

Caravan Parks

A second Speed Queen washing machine was purchased for the Bingara Caravan Park in early August.

Three cabins were sold from the Bingara Riverside Caravan Park during May. Two had been transported off site, with the remaining one removed during August. A fourth cabin was also sold and removed during the reporting period.

Both Bingara and Warialda Caravan Parks continue to operate in accordance with Council's COVID-19 safe plans.

Bingara Pool



Drone photo of the Bingara Swimming Pool site

During the reporting period:

- water, drainage, and sewage works have commenced
- the Activity Centre building design was finalised and the Engineer's report received
- building works for the Activity Centre commenced
- the tilers finished the splash program pool and are continuing with the 25 metre pool
- the shade structure poles have been installed
- the plant room site is being prepared.

Council staff sought the advice of two electricians and a lighting specialist and unfortunately, all the existing lights and light poles are not fit for re-installation. Council staff will now try to source external funding for their replacement.

Further, the existing white wooden benches will not be re-used as they are beyond repair. Council staff sought advice before making this decision.

Four sets of the tables and chairs, plus the two barbecues, are to be relocated to Cranky Rock Reserve. The Reserve's caretakers have agreed to renovate them.

The pool concrete pour can be viewed on this link - <https://youtu.be/Zrjk4M-Gpjl>

Cranky Rock

The foot bridge and pathways have been completed by Meader Constructions. Works included new girders and painting of the foot bridge along with the installation of steps on the pathway leading to the viewing platform. The area is now much safer for visitors.



New paths at Cranky Rock

Libraries

Libraries continue to operate in accordance with Council's COVID-19 safe plans.

During the reporting period safety signage, plaques, a street flag and the ceiling vent were installed at the Bingara Library.

Branch usage remains steady. Older members of the community prefer delivery and limited resources. More people are moving to e-resources.

Be Connected Tutorials for Seniors

	Participants for period
Bingara	8
Warialda	0
Total	8

Statistics

	Bingara	Warialda	Gwydir
Door count	1219	828	
Loans	1058	620	
New memberships	18	2	
E-resource users			37
Downloads			150
PC usage	174	80	
WIFI usage	246	136	
Programs	23	14	
Adult program attendees	60	5	
Children program attendees	203	67	
Personal home delivery	14	8	
Institution delivery	4	0	

Bingara Library Brief

The First Friday Book Group resumed on 7 August after being in recess for five months.

Be Connected face-to-face tutorials, with limits of two as required in the COVID-19 plan, resumed Tuesday and Thursday afternoons.

Saturday morning opening continues to be successful. Families enjoy being able to visit together.

Staff remain busy with Click/Call and Collect and enquiries via phone and email.

Book Club children were set the task to choose books for the Toy Library toddlers, wrap them and make a lovely card for each child. The Toy Library is unable to have the bulk loan of library books during COVID-19. The loan to individual children ensures the toddlers and families have reading material made available when visiting the service.

Country to Coast/Coast to Country Pen Pal Club Program Partnership: Chatswood and Bingara Library Program Collaboration

The Chatswood Librarian contacted the Bingara Library Services Coordinator to enquire about programs hosted in Gwydir libraries. After several phone conversations it has been decided to make our very first combined project a Pen Pal Club. The Bingara Library Pen Pal Club with other branches within CNRL has been extremely successful. Children must place an expression of interest and abide by the guidelines. To ensure the privacy of all children and families, the program is run through and closely monitored by the library. Handwritten letters are submitted to the library unsealed and children/families are asked not to include any personal details. The letters can then be physically sent to the partner library (or scanned and emailed for them to print). The program is aimed at 8-12 year old children. The object of the program is for the children to have a break from tech programs, learn letter-

writing skills, as well as potentially fostering friendships between children from different backgrounds (city/country).

Warialda Library Brief

The Warialda Library has received a sewing machine for public use.

After school programs consist of craft, Book Club and Tween Tech Time. All sessions are well attended but unfortunately the space accommodates limited attendees.

Staff remain busy with Click/Call and Collect, reservations, and enquiries via phone and email.

The Book Club children compiled letters to each of the residents of the Naroo Aged Care facility. The idea is to build a connection between the children and residents.

The Warialda Library Assistant visited two villages to host Outreach services.

The additional hours on Wednesday have been greatly appreciated by members, with many visiting during mornings rather than the afternoon.

Outreach Services

E-resource tutorials were held at the Naroo Aged Care facility. The residents were extremely pleased to learn more about e-books.

Storytime visits resumed in August with the Warialda Library Assistant visiting Yallaroi and Gravesend Playgroup/Preschools. The children enjoyed stories and an activity session. Book Nook resources were delivered to each venue enabling Outreach staff to use the resources in-house.

The generous donation of shelving to Gwydir Shire Council from Willoughby Council has arrived at the Bingara Library. This will enable Council to provide shelving for book exchange in its outer villages, caravan parks and tourist hotspots, schools and Historical Societies in Warialda and Bingara.

A Street Library has been placed at the Bingara Information Centre. The feedback has been positive with many visitors to the community taking a book.

Council's Cleaning Contract

Council continues to review and make changes to its cleaning schedules. Staff at the Toy Library and Bingara Preschool are now undertaking their own cleaning.

Property Management

During the reporting period, a long-term tenant of a Holden Street Community Unit passed away. This unit is currently being renovated.

A sneeze guard was purchased for Warialda Medical Centre.

Fitness Centres

The fitness centres closed again on Saturday 1 August due to new COVID-19 restrictions coming into effect.

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 August 2020 be received

ATTACHMENTS

- AT-** WHS and Safety Report for August
- AT-** Naroo Bond Report for August 2020

Attach 1 - WHS REPORT



Department	Current Month				Total (Financial Year)			
	Hazards Reported	Near Miss Reported	Workplace Verifications	Toolbox/Safety Meetings/Training	Hazards Reported	Near Miss Reported	Workplace Verifications	Toolbox/Safety Meetings/Training
Social Services								
Naroom and Aged Services								
Community Assets								
Finance								
People and Culture								
IT and Business Improvement								
Marketing and Economic Development								
Safety, Risk & Procurement								
Planning and Environment				15				19
Building Services								
Utilities			1	16			2	34
Engineering Services				10				11
TOTAL	0	0	1	41	0	0	2	64

Department	Current Month				Total (Financial Year)			
	Incidents Reported	First Aid Treatments	Medical Treatment Injuries	Lost Time Injuries	Incidents Reported	First Aid Treatments	Medical Treatment Injuries	Lost Time Injuries
Social Services								
Narooma and Aged Services								
Community Assets								
Finance								
People and Culture								
IT and Business Improvement								
Marketing and Economic Development	1				1			
Safety, Risk & Procurement								
Planning and Environment								
Building Services								
Utilities	2		1		2		1	
Engineering Services	2		1	1	2		1	1
TOTAL	5	0	2	1	5	0	2	1

Department Incident Investigation and Action Statistics										
Department	Incident Type	Current Month			Total (Financial Year)					
		Severity	Investigation Status	Corrective Action Status	Investigation Open	Investigation Overdue	Investigations Closed	Actions Scheduled/ In Progress	Actions Overdue	Actions Closed
Social Services										
Naroom and Aged Services										
Community Assets										
Finance										
People and Culture										
IT and Business Improvement										
Marketing and Economic Development	External – Customer Seizure		Complete	None			1			
Safety, Risk & Procurement										
Planning and Environment										
Building Services										
Utilities	1 X Personal Injury 1 X Property damage		Complete	None			2			
Engineering Services	2 X Personal Injury		1 X Complete 1 X Overdue	None TBA		1	1			
TOTAL	0	0	0	0	0	1	4	0	0	0
Commentary										

Actions Outstanding from 2020

Department	Department Incident Investigation and Action Statistics				Total (Financial Year)					
	Incident Type	Severity	Investigation Status	Corrective Action Status	Investigation Open	Investigation Overdue	Investigations Closed	Actions Scheduled/ In Progress	Actions Overdue	Actions Closed
Social Services							3		1	
Narero and Aged Services							9		1	4
Community Assets						2			1	
Finance							1		1	
People and Culture							1		1	
IT and Business Improvement									1	
Marketing and Economic Development							1		3	
Safety, Risk & Procurement								4	2	6
Planning and Environment							6		1	
Building Services							4		1	1
Utilities						1	8		7	7
Engineering Services						2	17		6	6
TOTAL						5	47	4	26	24
Commentary										

Attachment 2 - Naroom Bond Report for August 2020

Multi Facility Summary

Active Accommodation Bonds / Payment Schedule - Summary

As at 1/09/2020

Printed Date: 1/09/2020, Last EOL: 31/05/2020

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 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 Other Deductions	Balance
TOTAL										
NAROOM AGE CARE FACILITY										
	Bonds	\$32,067.73	\$32,067.73	\$32,067.73	\$0.00	\$0.00	\$10,556.51	\$0.00	\$0.00	\$21,211.22
	RADs/RACs	\$2,369,700.55	\$1,590,817.05	\$990,817.04	\$600,000.01	\$738,883.50	\$0.00	\$0.00	\$0.00	\$990,817.04
	TOTAL	\$2,401,768.28	\$1,622,884.78	\$1,022,884.77	\$600,000.01					\$1,012,028.26
GRAND TOTAL										
	Bonds	\$32,067.73	\$32,067.73	\$32,067.73	\$0.00	\$0.00	\$10,556.51	\$0.00	\$0.00	\$21,211.22
	RADs/RACs	\$2,369,700.55	\$1,590,817.05	\$990,817.04	\$600,000.01	\$738,883.50	\$0.00	\$0.00	\$0.00	\$990,817.04
	TOTAL	\$2,401,768.28	\$1,622,884.78	\$1,022,884.77	\$600,000.01					\$1,012,028.26

Item 2 Monthly Executive Report - August 2020

FILE REFERENCE 20/19736

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 August 2020.

BACKGROUND

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

PLANNING and DEVELOPMENT

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

No.	Property Description	Development/ Work	\$	D/A	S96	CDC
15/2020	B and A Rolfe Lot 274 DP 751137 43 Gragin Road Warialda	Shipping container	\$4,000	✓	-	-
16/2020	Vashisht Family Pty Ltd	Replace advertising signage at existing service station	\$80,000	✓	-	-
17/2020	S J Hancock Lot 267 DP 754819 13 Old Keera Road Bingara	Single dwelling with detached garage	\$400,000	✓	-	-
19/2020	C Wood and J Skelton Lot 12 Section 30 DP 759052 117 High Street Warialda	Garage	\$16,000	✓	-	-
20/2020	A Osborne and K Molyneux Lot 19 DP 1120081 34 Park Lane Bingara	Extension to existing garage and shed	\$11,000	✓	-	-
21/2020	G and O Stewart Lot 3 Section 21 DP 758111 21 Keera Street Bingara	Garage and shed	\$60,000	✓	-	-
22/2020	P J O'Keeffe Lot 51 DP 751106 2274 Warialda Road Warialda	Dwelling additions and alterations	\$155,000	✓	-	-

The following Development (D/A)/Complying Development (CDC) and Development Modification (s96) applications remain outstanding at the end of August 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 - 20,000m3 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 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 - 10,000m3 Gravel Quarry	Awaiting referral response from Technical Service Unit	✓	-	-
11/2020	Marinai Pty Ltd 7114 North Star Road North Star - 30,000 tonne Quarry	Awaiting referral response from Technical Service Unit	✓	-	-
12/2020	M J Randall 284 Horton Road Cobbadah - 30,000 tonne Quarry	Awaiting referral response from Technical Service Unit	✓	-	-
18/2020	J G Mack 709 Eden Forest Road Gravesend - 2 Lot Rural Subdivision	14 Day exhibition and neighbour notification	✓	-	-
23/2020	C J George 43 Adam Scrub Road Delungra - Garage	14 Day exhibition and neighbour notification	✓	-	-
24/2020	B J Craddock 21-29 East Street Bingara - Continued Use of Shed erected without approval	14 Day exhibition and neighbour notification	✓	-	-
25/2020	N L Clark 18 Christie Street Warialda - Garage	14 Day exhibition and neighbour notification	✓	-	-
26/2020	B J Pryor 95 High Street Warialda - Garage	14 Day exhibition and neighbour notification	✓	-	-
27/2020	Gwydir Shire Council / R S Turnbull 3228 Horton Road Upper Horton - Quarry	21 Day exhibition, advertising and neighbour notification	✓	-	-
6/2020	M S Young 8 Finch Street Bingara - Detached Carport	Being Processed	✓	-	-

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

The following Development (D/A)/Complying Development (CDC) and Development Modification (s96) application/s was refused(R)/ withdrawn (W)/ Cancelled (C) during the month of August 2020.

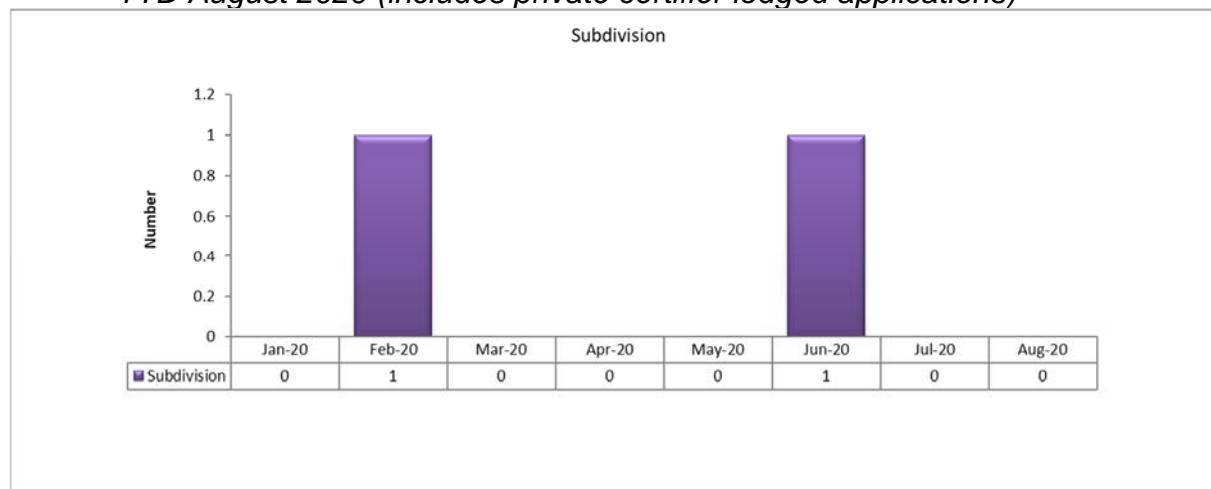
No.	Property Description	Development/ Work	\$	R	W	C
DA 35/2018	B Hutchins and R Carroll Lot 4 DP 3820 63 Bingara Road Warialda Rail	Mixed residential and commercial development including the opening of 'Gully Pub' with a small bar licence and retail antiques business	\$1,000	-	✓	-

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

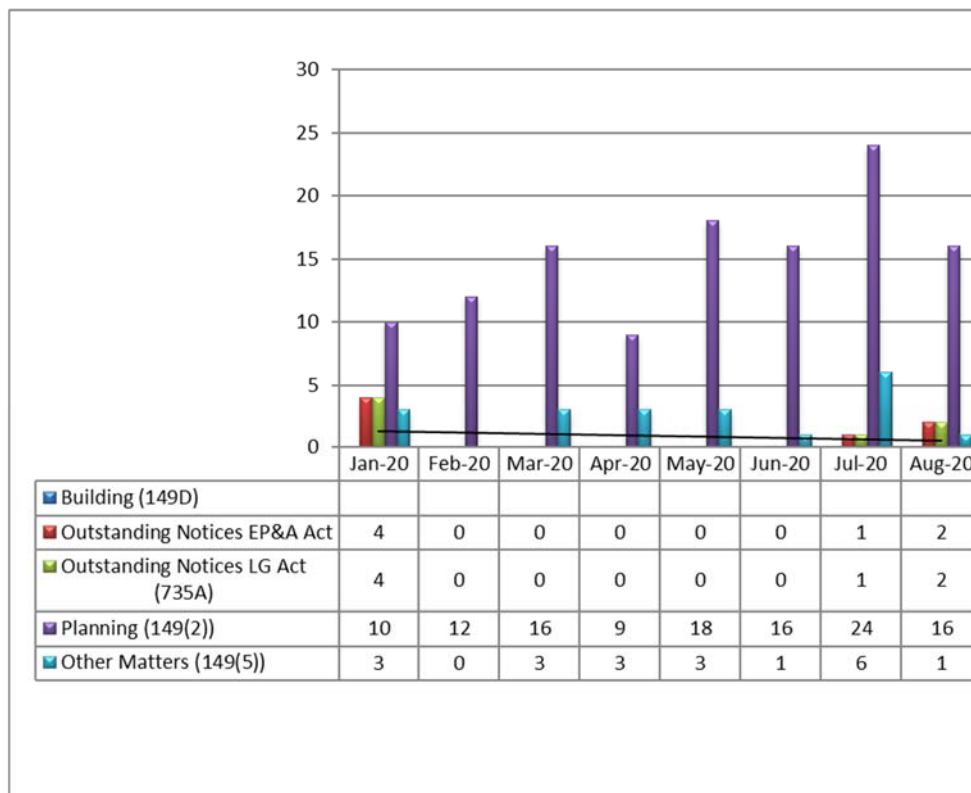
There were no Development (D/A) and Complying Development (CDC) applications determined where there has been a variation in standards under SEPP 1 or clause 4.6 of the Gwydir Local Environmental Plan 2013 during the month of August 2020.

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

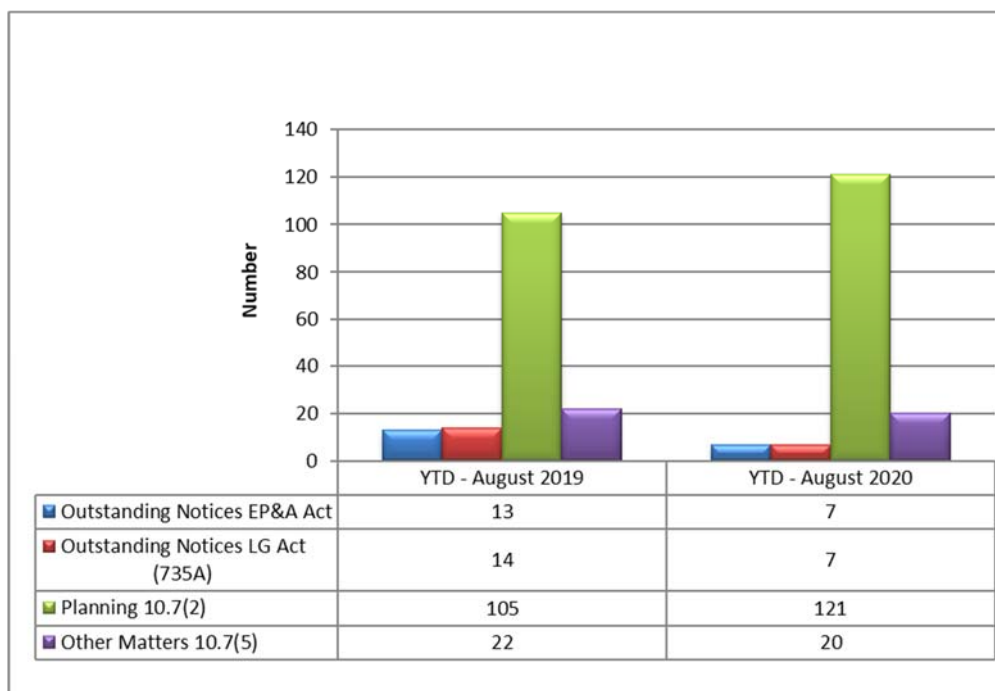
YTD August 2020 (includes private certifier lodged applications)



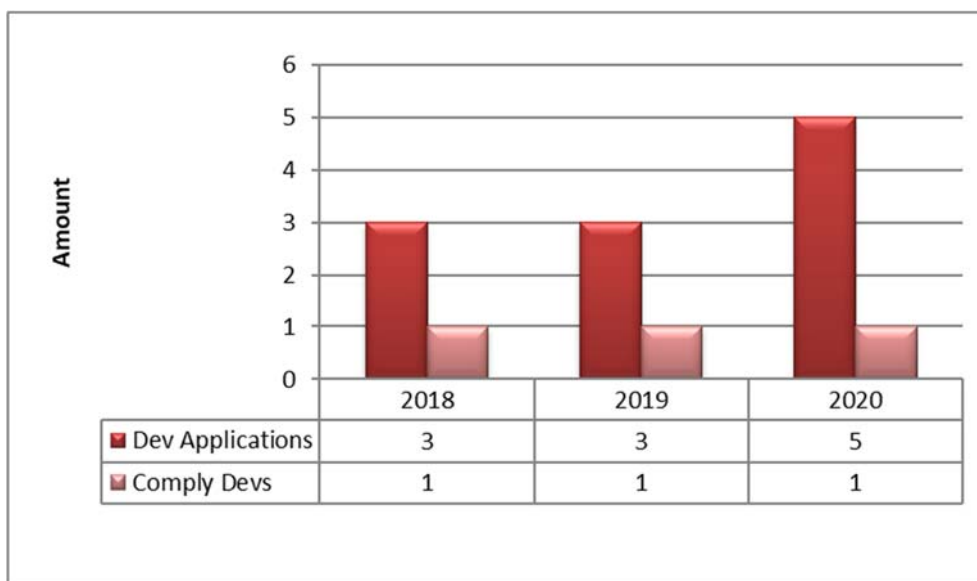
The following graph shows Conveyancing Certificates were issued during the month of August 2020 compared to the previous seven (7) months:



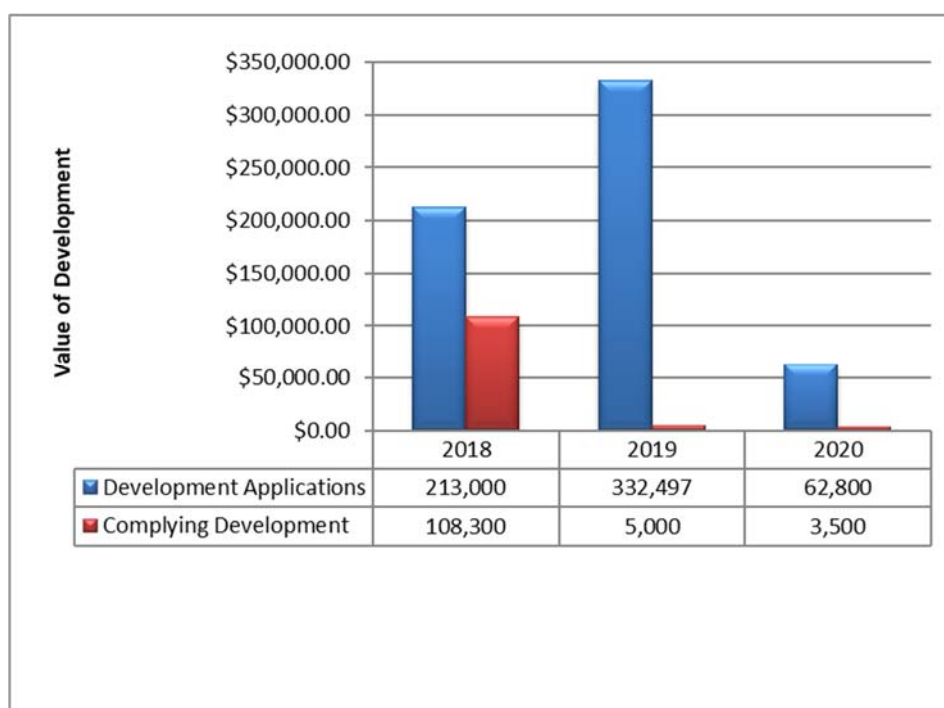
The following graph shows the number of Conveyancing Certificates issued up to and including the month of August 2020 compared with the same period in 2019.



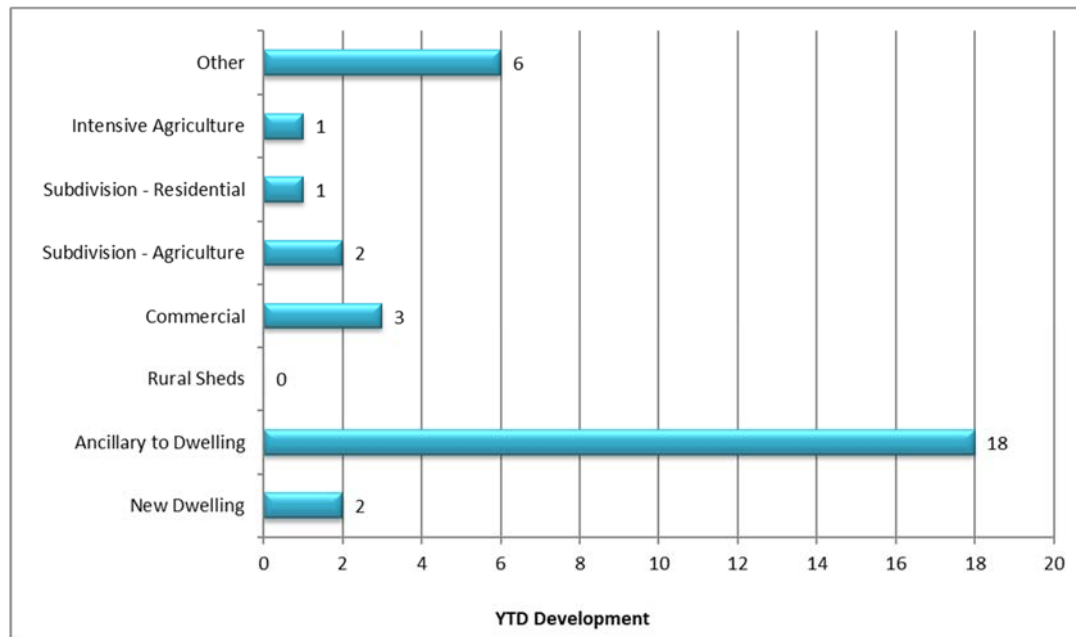
The table below shows a comparison between total applications lodged during the month of August 2020 compared to the same period in the previous two years (excluding private certifier lodged applications).



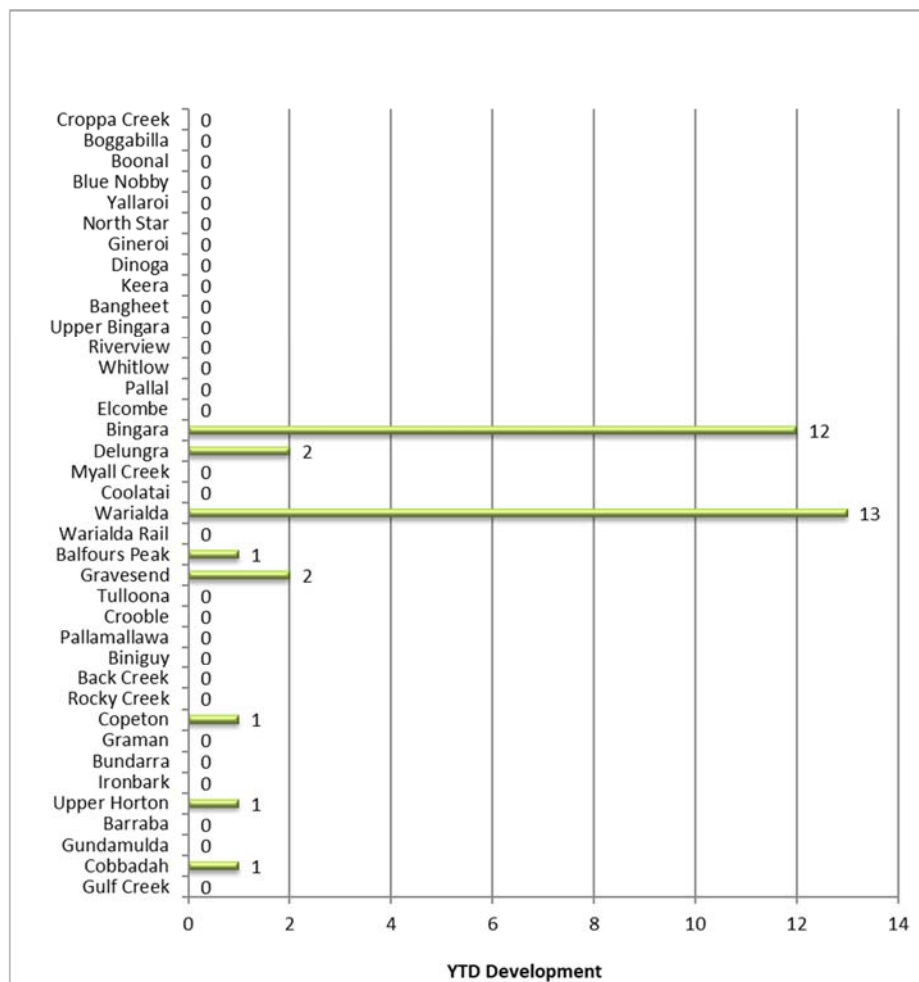
The table below shows a comparison between total value of applications lodged during the month of August 2020 compared to the same period in the previous two years (excluding private certifier lodged applications).



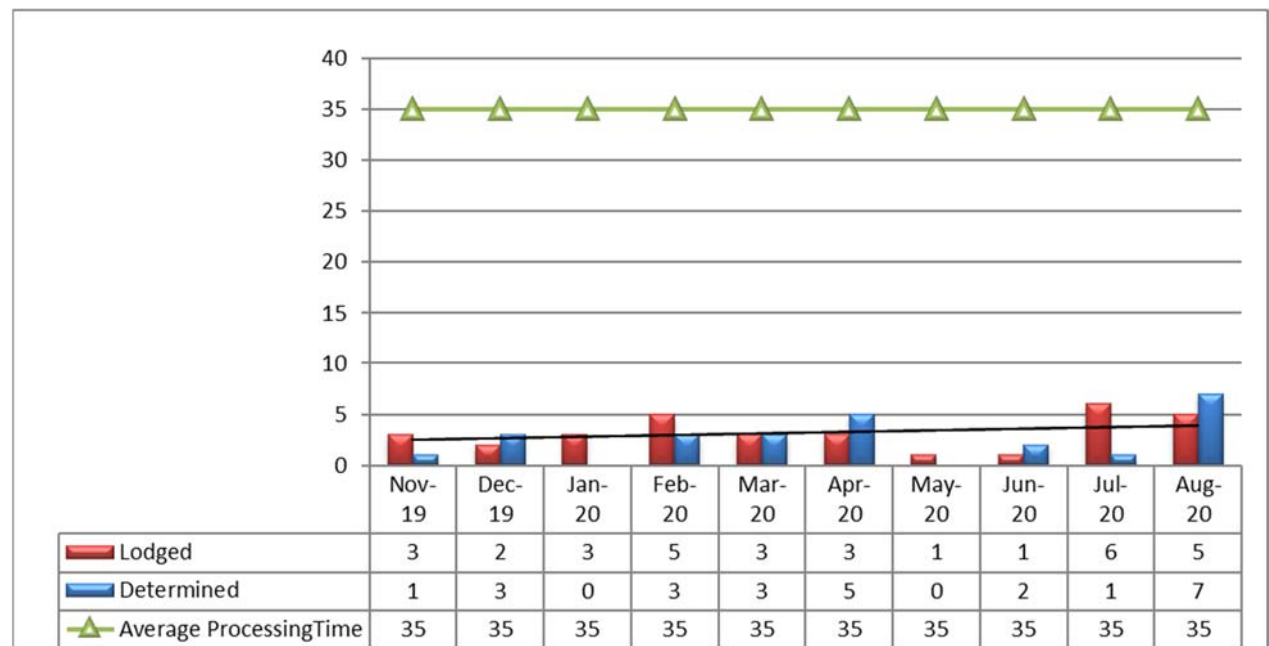
Development Applications received for the year by type – YTD August 2020 (includes private certifier lodged applications)



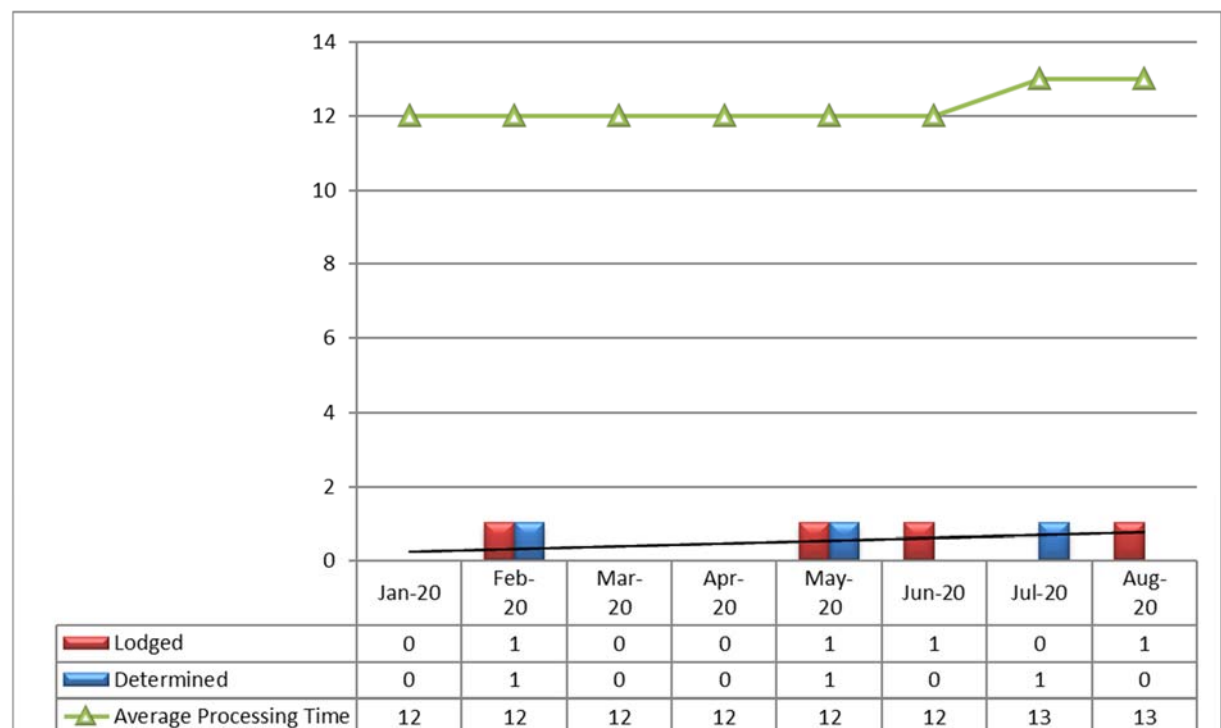
Development Applications Received for the year by locality – YTD August 2020 (includes private certifier lodged applications)



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



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



TOWN UTILITIES and PLANT

Water and Sewerage

During August, water and sewerage operators attended 11 service line repairs, three water main breaks, replaced two water faulty meters, installed one new water connection, and cleared 15 sewer blockages. Approximately 50m of sewer main was replaced in Hope Street, Warialda in two separate locations due to failures of the sewer main. Work was undertaken at Bingara swimming pool as private works to the contractor, Bingara Caravan Park, Gwydir Oval, footpath to pontoon on Gwydir River, Naroo Hostel, Bingara Central School (private works), Rosehill Drive Bingara, Bingara Courthouse, library and boat ramp shelter, and Gragin Road Warialda standpipe. Seven hundred and fifty metres of poly was renewed to service the Warialda rifle club.

Council received the draft Gravesend Water Quality Report funded under the Safe and Secure Water program; the report will be reviewed and finalised in September. This report will form the basis of a submission for funding for Water treatment plant at Gravesend in the future.

Council received the draft report for Automation and Telemetry funded under the Safe and Secure Water program. The report will be reviewed and finalised in September; this report will form the basis of a future funding submission for automation and telemetry improvements to Water and Sewer systems.

Bingara Sewer Extension has been progressing well with property audits completed in July and August. Geotechnical investigation will be undertaken during September, detail costings will be obtained and a business case developed to be submitted to the Safe and Secure Water Program for funding of the project.

Pontoon pathway

The footpath and retaining wall were constructed during August 2020. A handrail will be installed on the slope section of the footpath during September.



Work on the pathway to the pontoon on the Gwydir River

Parks

All parks and gardens are being maintained. Council undertakes a weekly inspection of playgrounds and cleaning of handrails and touch areas. Mowing, weed control, irrigation, hedging, and trimming were undertaken during August. Several dead trees were removed, and stumps have been ground, including some private stump grinding. Council will be planting a range of trees in the town streets over the coming months. The bottle brush trees on Elcombe Road were trimmed and shaped along extensive roadside mowing. Staff have undertaken paver cleaning in Warialda. The parks, ovals and town street areas have been sprayed with broadleaf herbicide to control clover. Staff attended chainsaw and forklift training during August.

Cemeteries

Both Bingara and Warialda cemeteries are being maintained.

Drought Casuals

During August, the drought casual team undertook fencing at Bingara showground, Faithful Street, Bingara sewer treatment works under the bridge and on the riverside camp areas. Several street furniture items were refurbished in August.

Gwydir Oval Amenities

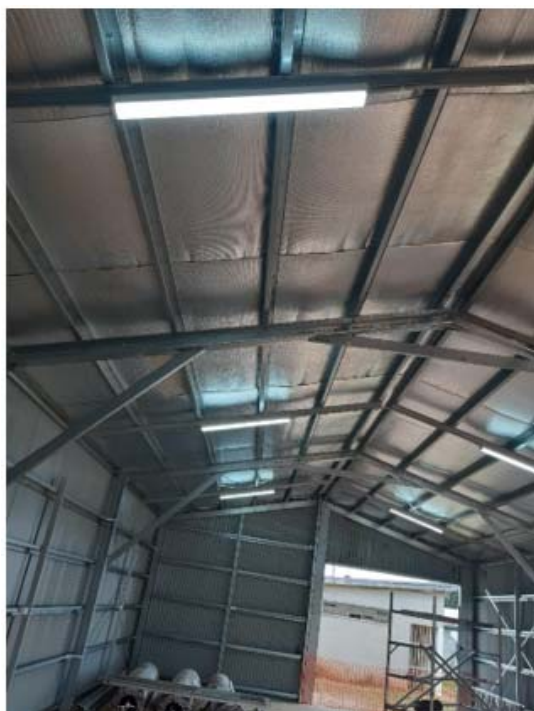
During August shower and toilet partitions were installed at the new Gwydir Oval amenities. A concrete pathway was installed linking the Grandstand to the amenities buildings. Site works to complete the project, including carpark and bollards, will be completed during September.



Shower partitions and new footpath at the Gwydir Oval amenities

Bingara Showground

The Bingara showground continues to be maintained with regular mowing and weed control undertaken. The Phase 1 Stimulus projects undertaken during August included electrical works in the general purpose shed, skillion over the polocrosse canteen cool room and maintenance tasks outlined in the grant.



Power to the new general purpose shed



New skillion over cool room at Showground

Plant and Workshop

All plant and equipment are being maintained. Several services were completed during August along with the following major repairs.

- P1686 - maintenance truck, replace kingpins
- P1678 - ute - replace clutch
- P1443 - ute - replace 2 tyres and wheel alignment
- P1950 - skid steer – broom, fit new windscreen
- P1723 - tractor NorthStar - 3000 hr service
- P1106 - pig trailer - tailgate booster replaced
- P1662 - water truck - fit 8 drive tyres
- P1472 - solar stop lights fit 16 new batteries
- P1131 - trailer fit new brakes
- P1752 - slasher - repairs to PTO
- P1467 – excavator - replace all pins and bushes in quick hitch and bucket + 9000 hr service
- P1859 - grader - new door glass fitted
- P1716 – ute - rewire driving lights

Major work undertaken in the fabrication section during August included fabrication of the walkway at Bingara Water Pump Station walkway and the Bingara workshop mezzanine floor.



P1467 Komatsu excavator bush replacement (Bingara)



Walkway at Bingara Water Pump Station

ENVIRONMENTAL and SUSTAINABILITY DEPARTMENT

Environment and Sustainability Department 1 August to 28 August 2020

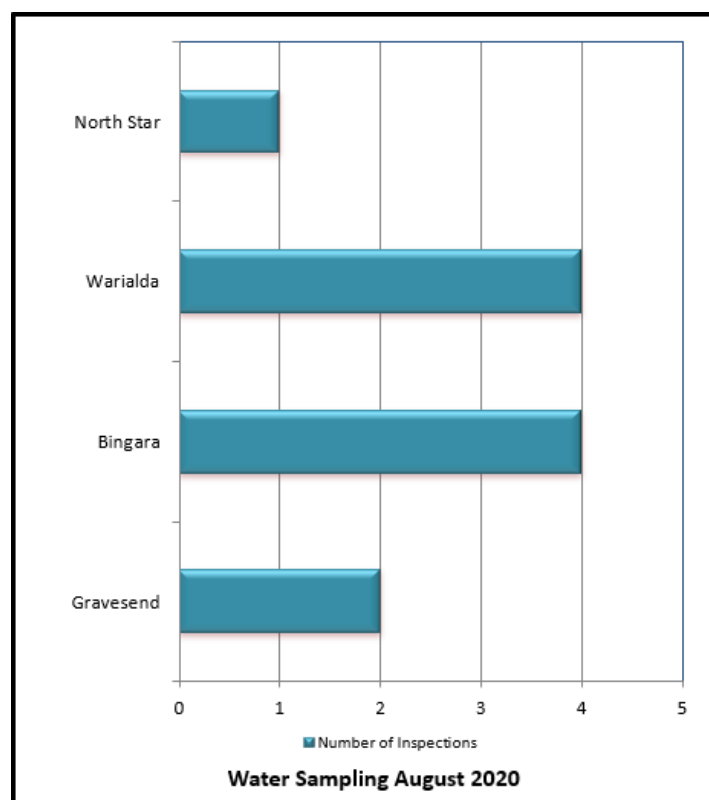
The Department continues to receive enquiries and provide advice on a range of health matters including

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

Water Surveillance

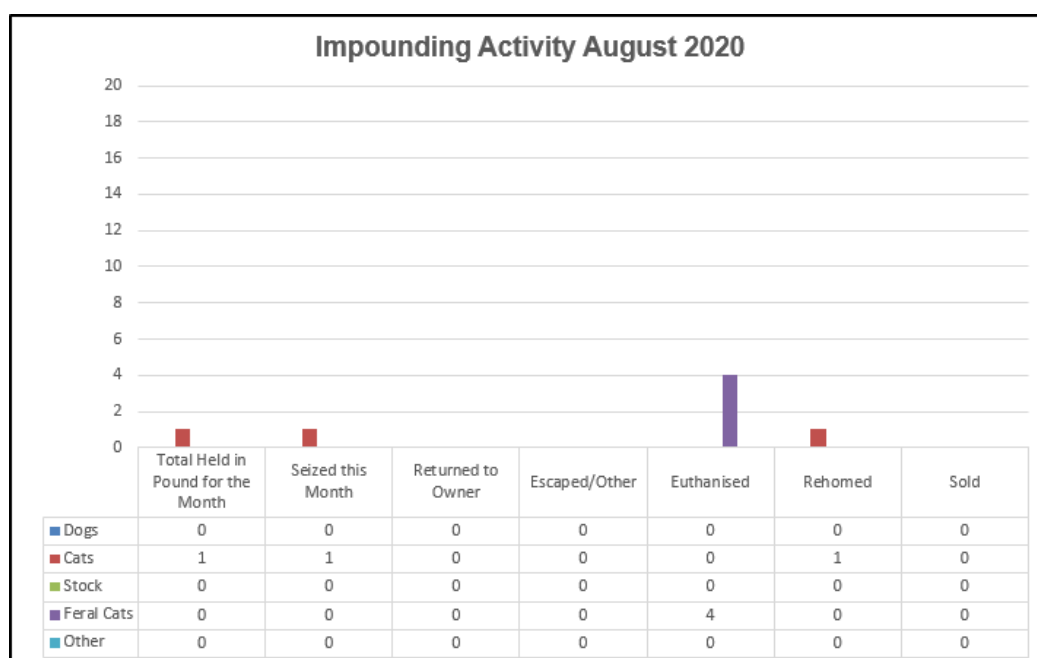
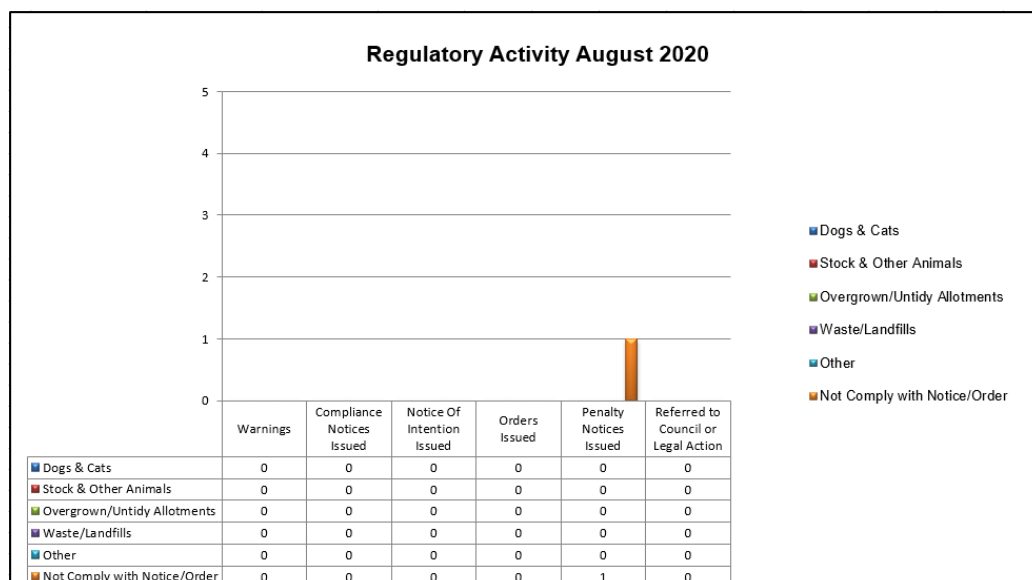
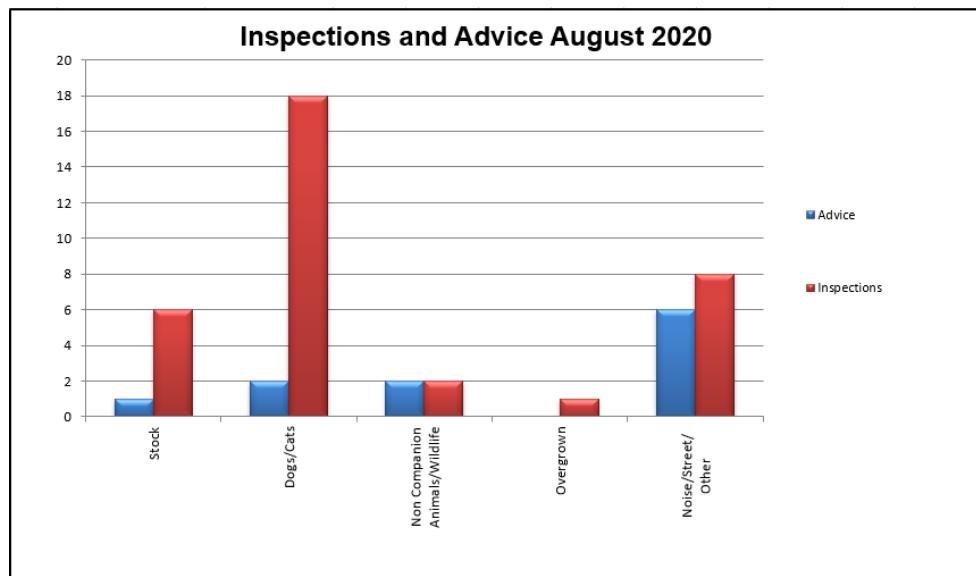
The Department continues to carry out routine weekly microbiological sampling of the water supply in the towns of Warialda and Bingara, fortnightly sampling of Gravesend and monthly sampling at North Star.

Health Related Inspections



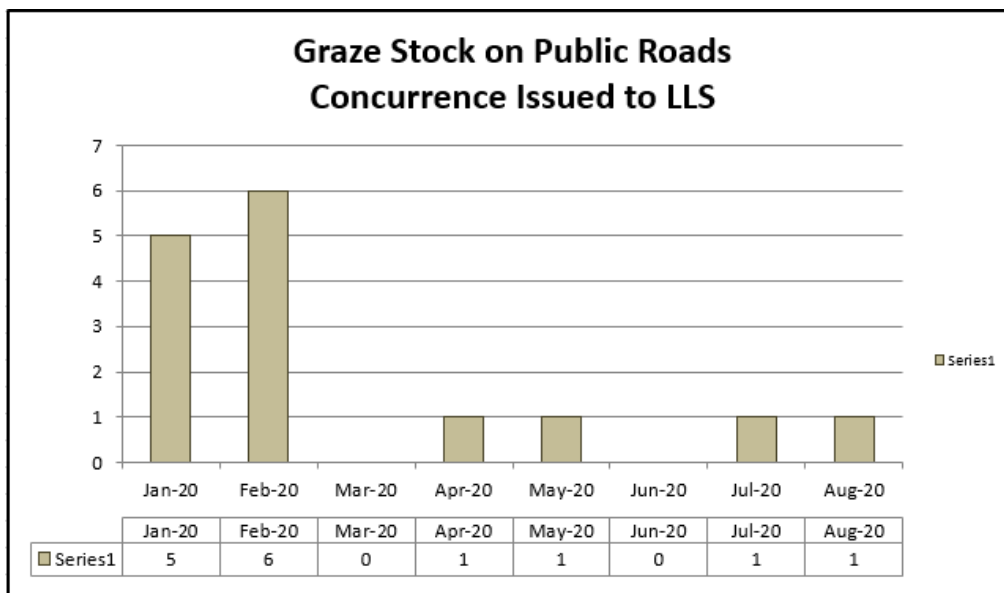
Compliance and Regulatory Control

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



Grazing Permits

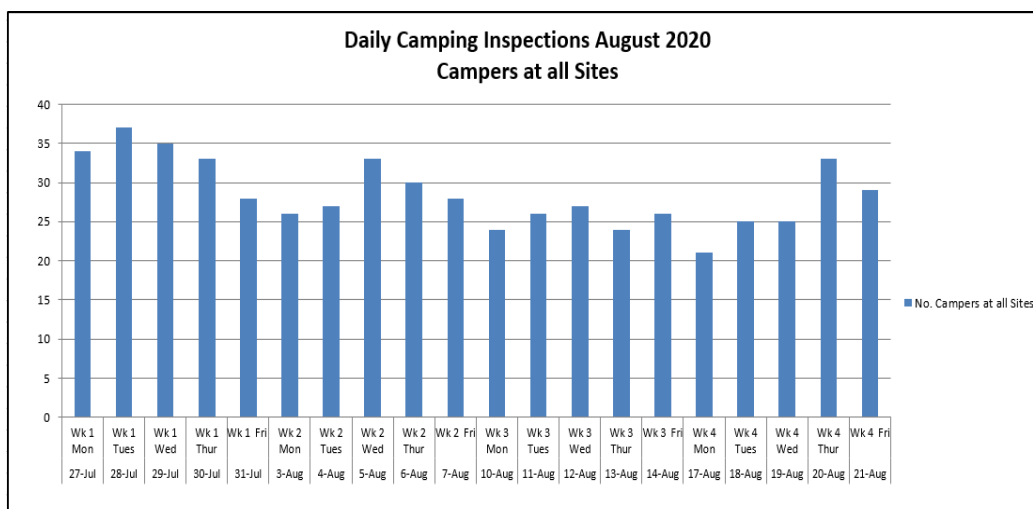
As the Consent Authority for road reserves Council has not issued concurrence to the North West Local Land Services for one Roadside Grazing Permit during the month of August 2020. Recent favorable conditions have provided welcome relief in the district and the demand for roadside grazing has eased. The following graph shows the applications received August 2020 compared to the previous 7 months.

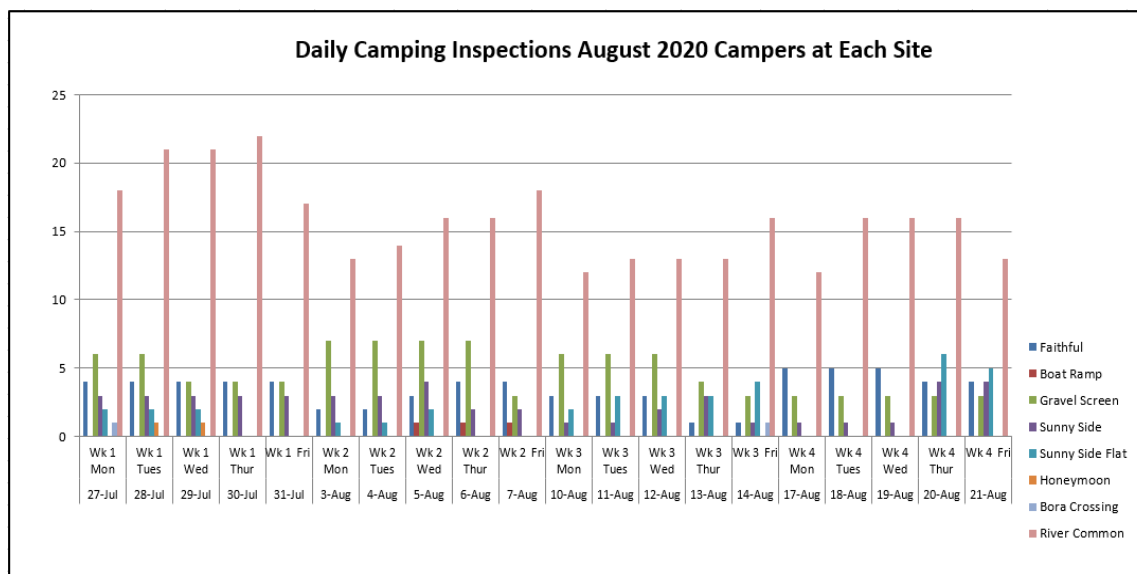


Riverside Camping

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.

Campgrounds opened on 1 June and campers immediately started arriving on the riverbank. The number of campers has remained consistent over the past month.





Waste Services – August 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.

There was no data available from 'Cleanaway' at the time of the report.

Priority Weed Control

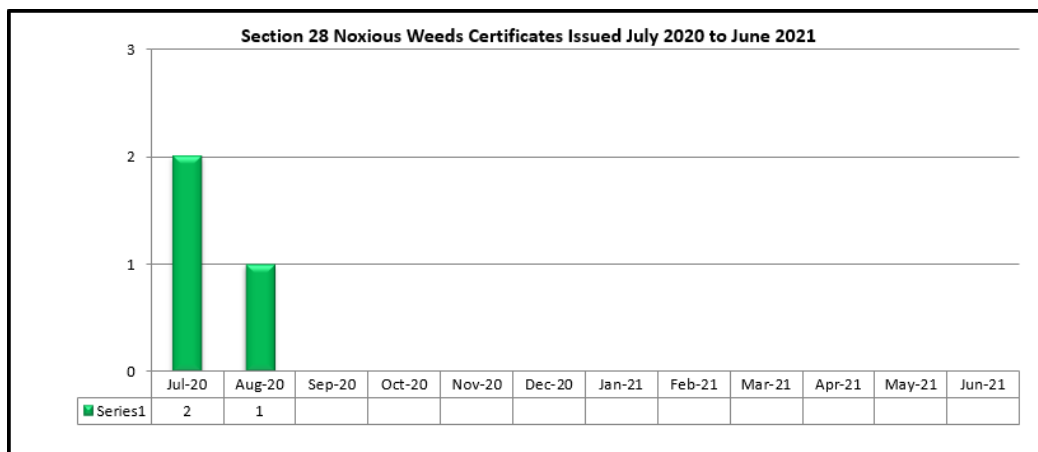
Property Inspection Program

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

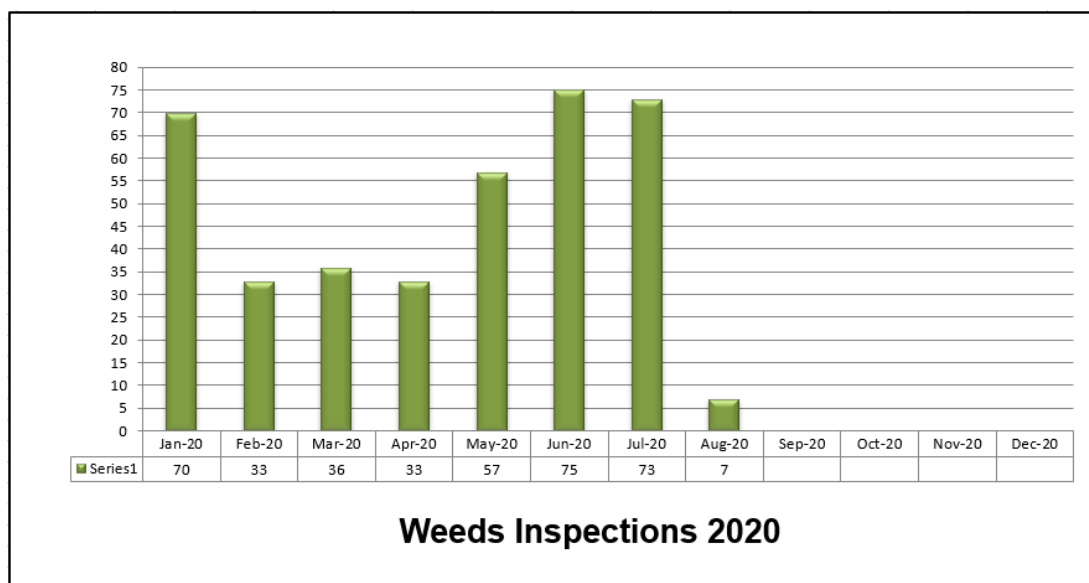
The graphs below show the noxious weeds certificates issued for the current reporting period.



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 August 2020

<i>Areas Inspected</i>	<i>No.</i>	<i>Ha</i>	<i>Rd km</i>	<i>Weeds Present</i>
Private Property	1	0.5	-	General weeds
Private Property – Re-inspection	1	969	-	None found
Private Property – High Risk Re-Inspection	2	7200	-	None found
Roadside – High Risk Pathways	3	627.10	125.42	None found

Noxious Weeds Control Works for August 2020

Road/Property	Locality	Weed Code	Area Ha	Road km	High Risk Road	Council Road	Other
Croppa Creek Rd	North Star	p		23.19	1		
Gournama 256 Blackjack Rd	Warialda	p	3600				1
North Star Rd	North Star	pc		81.72	1		
Gwydir Common	Bingara	willows	40				1
Gwydir Common	Bingara	pc	40				1
Gwydir Common	Bingara		40				1
Bristol East TSR	North Star	p	100				1
Merrivale 1543 Baroma Downs Rd	Croppa Creek	p	217.00				1

Parthenium Task Force

Council's Bio-Security Officers have been participating in a Parthenium Task Force in conjunction with the Department of Primary Industries, Local Land Services, and the North West Weeds Group.

Parthenium is becoming an increasing issue with the amount of donated hay and feed being transported throughout the area.

Outbreaks have been recorded across the North West Region and an outbreak with an unknown source was identified in the Croppa Creek area within Gwydir Shire during routine inspections.

Bio Security Officers were quick to act to control the current outbreak and minimize future issues. A Rapid Response Team, including officers from Moree, Tamworth, Narrabri, Quirindi, Gunnedah and Inverell and the DPI responded to the incident.

Members of the taskforce walked a 32km area and an infestation covering an area of approximately 1.5km was found.

Inspections have been carried out on all properties that are known to have received donated hay or feed with no other issues discovered.



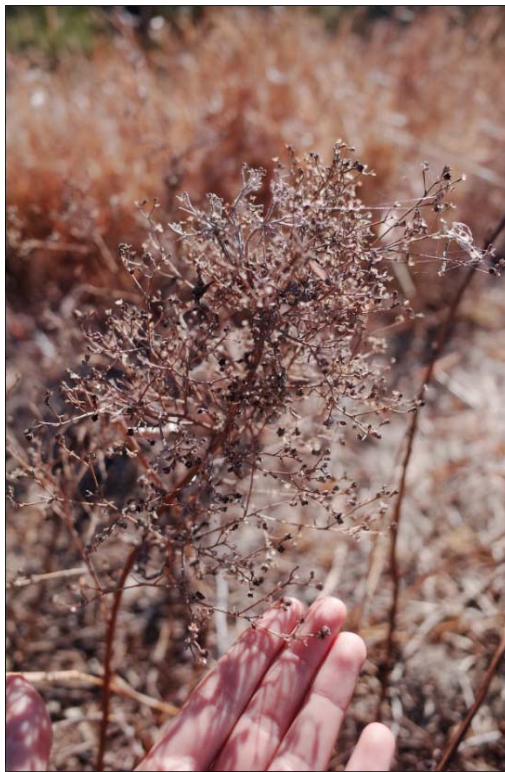
Bio-Security Officers inspecting the infestation of Parthenium at Croppa Creek



Members of the Rapid Response Team



Bio-Security Officers inspecting for Parthenium at Croppa Creek



Parthenium Weed infestation at Croppa Creek

Other activities

- Cut and chip willows in nature area on Bingara Common
- North West Regional Weeds committee meeting



Removal of Willow Trees on the Bingara Common

THE GWYDIR NEWS

Due to the COVID-19 downturn the Tamworth printing site of Australian Community Media has been temporarily closed for business. The closure has forced Council to return to having the Gwydir News printed in Sydney once again, which has required the Editor to enforce strict deadlines for advertisements and articles to ensure the publication is printed and delivered on time.

Gwydir News staff members are doing a great job compiling the publication and meeting the altered deadlines to guarantee the community get their weekly dose of Gwydir News.

GWYDIR LEARNING REGION

Three learner driver lessons were given at the Driver Training School during August, one in Bingara and two in Warialda. The graph below indicates the heavy vehicle driver training showing both private and Smart and Skilled clients.



This graph does not include the private final competency assessments conducted for the Inverell Trainer

THE LIVING CLASSROOM

Use of The Living Classroom during August

The COVID19 restrictions are slowly being lifted and visitors are returning to TLC. Strict numbers and conditions are adhered to within the buildings to comply with social distancing regulations.

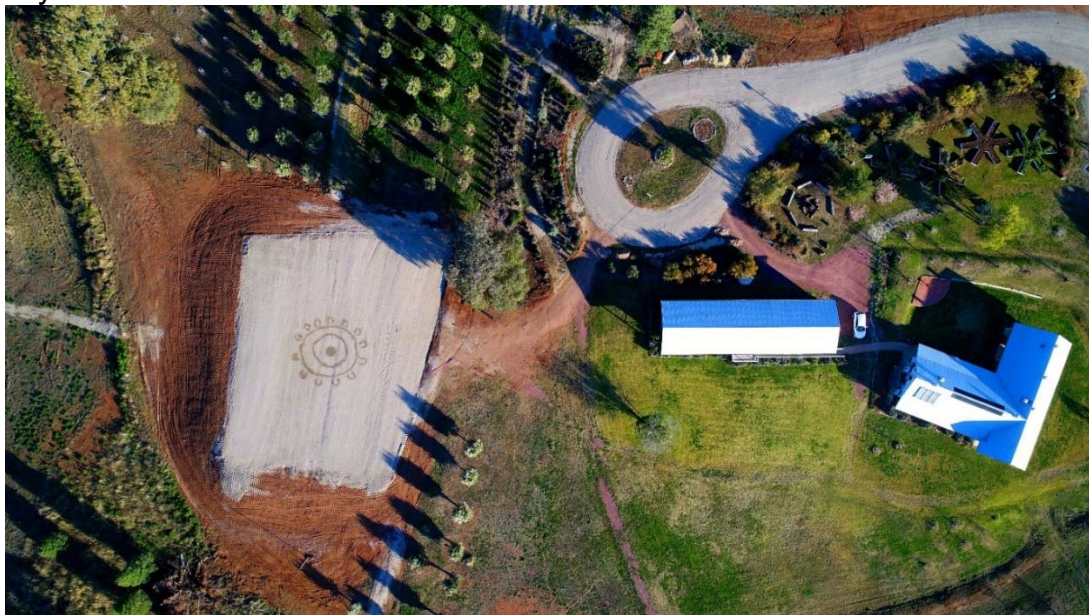
During August, Bingara U3A (University of the Third Age) held a working bee at TLC to complete some gardening as part of their quid pro quo exchange for Armchair Travel evenings. The group weeded and mulched a section of the Classroom perimeter garden – 14 in attendance.



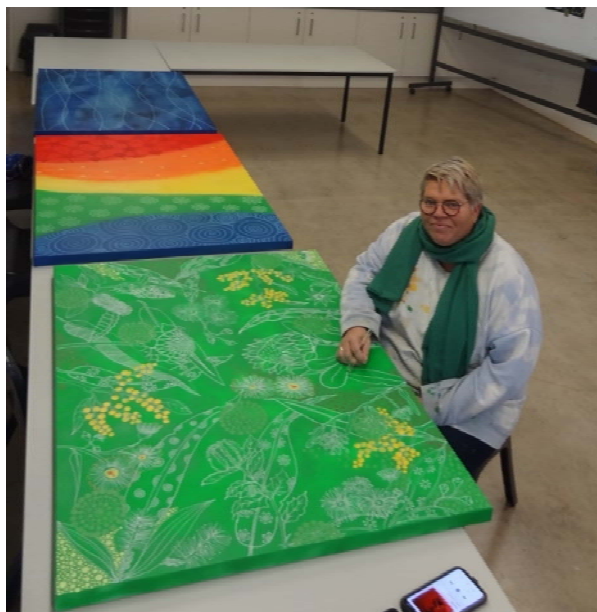
U3A working in the gardens at TLC

Dr Angela Pattison from I.A Watson Grain's Research Station in Narrabri and her family paid a visit to TLC during August. Dr Pattison discussed options with TLC Manager of furthering the native grains development prospects.

Indigenous artist Jodie Herden and daughter Tess Reading commenced work on three murals for Council to be used at the Bingara Pool Precinct. This is being funded in the Water Weaving Way grant project. While at TLC they stayed in the Bunkhouse.



This picture taken by drone (by Tess Reading), shows the Classroom and Bunkhouse, as well as the 'pad' for the new Interpretive Centre. Tess 'drew' an indigenous 'meeting place' symbol with water from a hose.



Artist Jodie preparing her works for the Bingara Swimming Pool project

Bingara Central School held their Indigenous Day activities at TLC with approximately 100 in attendance.

National Broadband Network (NBN) installed fibre optic cable from Killarney Gap Road to the Classroom during August.



NBN technician installing fibre optic cable to the Classroom.

Delungra Public School visited TLC with ABC TV reporter Don to expand on the koala story at the school. As part of their visit they planted three eucalyptus koala food trees – 25 attended.

Thirty visitors from Croppa Creek and Gravesend Primary Schools enjoyed a joint visit to TLC during August. Part of the student's visit was to plant out one of the raised mandala beds in the Kitchen Garden. The preparation includes a layer of compost produced on site, followed by a layer of shredded GSC paper that has been infused with concentrated kelp extract. This product is called Korporate Kelp and is a recycled use of carbon (the paper) and the minerals (Seasol) to re-create what kelp provides naturally. The next layer is

river loam to a depth of two centimetres into which the vegetable seeds and seedlings are planted, and a final blanket of straw mulch. The students selected the vegies based on the season and included companion plants, and took a tray of some vegie seedlings with them for their school gardens.



Preparation of the mandala garden with compost and Korporate Kelp



A layer of river loam for planting the garden beds



Students from Croppa Creek and Gravesend planting the vegie gardens at TLC

Bingara Central School Stage Six conducted a 2-day Life Skills program at TLC with 26 in attendance. The sessions included a driving skills trial with the students twice driving golf carts around a marked course, once with two hands on the wheel and the second while holding a mobile phone. Driving with the preoccupation of the mobile phone produced a noticeably poorer result for the drivers.



Driving skills test at TLC

The Bingara U3A conducted an armchair traveller evening featuring Irene Wynn's adventures horse riding in Outer Mongolia – 23 attended.

The shed kit for the Bingara Central School cattle club project has been delivered and the pad for the slab has been laid.

Two members of the Danthonia Community near Inverell visited TLC to see the steam weeder in action. Mark Everett provided a demonstration.



Demonstration of the steam weeder

Karen Bishton from Selah Yoga conducted an 'outdoor' retreat at TLC during August with 21 attending.

OFFICER RECOMMENDATION

THAT the monthly Executive Report for August 2020 be received

ATTACHMENTS

There are no attachments for this report.

Item 4 Council and Committee Meetings Cycle

FILE REFERENCE 20/20477

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 the remainder of 2020.

TABLED ITEMS Nil

BACKGROUND

At the Ordinary Meeting of Council on 27 February 2020, the meeting cycle dates were adopted for 2020 up until the proposed Council elections scheduled for 24 September 2020.

COMMENT

Due to the postponement of the Council elections until September 2021, it is proposed to schedule Ordinary and Standing Committee Meetings for the remainder of 2020.

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

Regular day and time of Ordinary Meetings and Standing Committee Meetings:

The Ordinary Council Meetings of Council are set as the last Thursday of each month usually commencing at 9am unless there is a conflict with other events.

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

Manner of giving Notice of Meetings:

The Business Papers and summons for the Ordinary Council and Committee Meetings are issued no later than the close of business on the Fridays prior to the meetings. This is achieved by sending an email with the attached documents to Councillors. Any Councillor may request a hard copy of the Business Paper.

While it has been the practice to alternate the meeting venues monthly between Warialda and Bingara, with the legislative requirement to have all meetings recorded since the commencement of 2020, Council currently only has the Roxy Meeting room in Bingara set up to accommodate this. This venue also satisfies the social distancing requirements outlined under the COVID-19 restrictions currently in place.

It is proposed to schedule Standing Committee meetings on 8 October 2020 and 12 November 2020 and Council meetings on 29 October, 26 November and 17 December 2020.

Summary attached.

OFFICER RECOMMENDATION

THAT the report be received

FURTHER that the recommended meeting dates for the remainder of 2020 are accepted

ATTACHMENTS

AT- Proposed meeting dates for the remainder of 2020

Suggested Meeting Cycle - rest of 2020			
Date	Meeting/s	Location	Comments
Thursday 8 October 2020	Standing Committee	Roxy Meeting Room Bingara	This venue due to requirement for recording meetings
Thursday 29 October 2020	Ordinary Council	Roxy Meeting Room Bingara	"
Thursday 12 November 2020	Standing Committee	Roxy Meeting Room Bingara	"
Thursday 26 November 2020	Ordinary Council	Roxy Meeting Room Bingara	"
Thursday 17 December 2020	Ordinary Council	Roxy Meeting Room Bingara	No Committee meetings in December