



**GWYDIR**  
SHIRE COUNCIL

## **MINUTES OF COMMUNITY SERVICES AND PLANNING COMMITTEE**

**Held on Thursday 7 November 2024**

**Commencing at 10:( ) am**

**in the The Living Classroom**

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**Present**

**Members:** Cr Rachel Sherman (Acting Chair), Cr Marilyn Dixon OAM, Cr Sarah Crump, Cr Scot Crispin, Cr Adrian Willmot, Cr John Bishton, Cr Michael Collins and Mrs Leeah Daley (Deputy General Manager)

**Staff:** Helen Thomas (Manager Finance), Alex Eddy (Manager, Engineering Services) and Saul Standerwick (Planning & Environmental Manager)

**Public:**

**Visitors:**

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<b>Content</b>	<b>Page No.</b>
<b>1 Official Opening and Welcome - Interim Chair .....</b>	<b>4</b>
<b>2 Apologies .....</b>	<b>4</b>
<b>3 Confirmation of the Minutes .....</b>	<b>4</b>
<b>4 Presentation .....</b>	<b>4</b>
<b>5 Call for the Declarations of Interests, Gifts Received and Conflicts of Interest .....</b>	<b>4</b>
<b>6 Officers' Reports.....</b>	<b>4</b>
<b>7 Councillors' Reports .....</b>	<b>115</b>
<b>8 Committee of the Whole - Confidential Items .....</b>	<b>116</b>
8.1 Adoption of the Recommendations of the Confidential Session.....	116
<b>9 Closure .....</b>	<b>117</b>

## 1 OFFICIAL OPENING AND WELCOME - INTERIM CHAIR

The Acting Chair Cr Rachel Sherman welcomed all present to the meeting.

## 2 APOLOGIES

Apologies received from the Mayor, Cr Galvin, Deputy Mayor, Cr Coleman, and The General Manager, Max Eastcott

## 3 CONFIRMATION OF THE MINUTES

### COMMITTEE RECOMMENDATION TO COUNCIL:

**THAT the Minutes of the Community Services and Planning Committee held on 16 May 2024 as circulated be taken as read and CONFIRMED.**

**(Moved Cr Michael Collins, Seconded Cr Marilyn Dixon OAM)**

### CARRIED

**For: Cr Adrian Willmot, Cr John Bishton, Cr Michael Collins, Cr Rachel Sherman, Cr Scot Crispin, Cr Marilyn Dixon OAM, Cr Sarah Crump and Leah Daley**

**Against: Nil**

## 4 PRESENTATION

Nil

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

Nil

## 6 OFFICERS' REPORTS

### 6.1 Organisation & Community Services Report

**File Reference:** NA

#### **Delivery Program**

**Goal:** 5. Organisational management

**Outcome:** 5.1 Corporate management

**Strategy:** 5.1.5 Provision of responsible internal governance

**Author:** {position}

**STAFF DISCLOSURE OF INTEREST** Nil

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## **IN BRIEF/SUMMARY RECOMMENDATION**

The monthly Organisation and Community Services Report details the activities carried out by the Department during August and September, 2024.

**TABLED ITEMS** Nil

## **BACKGROUND**

The monthly Organisation and Community Services report forms part of a regular reporting regime. The purpose of the report is to inform Council of the activities carried out within the Department. Because of the election of the new Council this report will cover the months of August and September.

## **COMMENT**

### **AGED CARE – NAROO FRAIL AGED HOSTEL**

#### **Naroo Frail Aged Hostel – August 2024**

**Staff Meeting** – We had a meeting with Amy and Leeah regarding the cultural survey and the results found.

Element time roster and timesheets will be implemented soon. Several staff have been nominated as the element champions and will meet with Payroll on Monday 26<sup>th</sup> to have a tutorial on how to use it.

The new section of the building is progressing, and colours are being considered by the staff.

WHS – Staff will have the opportunity to raise any issues at the Monthly Registered Nurse Meeting however WHS matters will need to be raised as you become aware of them. New slings are being investigated to assist with manual handling so that every resident has their own sling.

The Education Calendar is out. It considers manual handling and slide sheet use.

#### **Resident Meeting – August 2024**

The Dining room is the focus with a dining experience and nutrition the focus.

Building works have started in High Care, the kitchen has been removed, windows have been removed as have the portable garden beds. They have also completed a lot of work in the roof. Residents have been spending most of their time in the main areas and it is working well. Staff are working well as a team and the Building Contractor is very respectful of the residents.

Naroo has welcomed new staff, and they come very skilled and with a lot of years' experience in the field.

The leisure and lifestyle position has been advertised and applications have closed. There are two applications, this could be a job share position.

### **Residents News & Outings**

August has been full month of events. They have included Jeans for Genes Day, Red Nose Day, Daffodil Day and a visit from the High school.

The High school spent the afternoon doing science experiments and making sherbet. The residents loved the interaction with our younger population. The High School have said they will return on a regular basis which we would be incredibly valuable for the residents.



## **AGED CARE – NAROO FRAIL AGED HOSTEL**

### **Naroo Frail Aged Hostel – Sept 2024**

#### **Staff Meeting Summary**

Training is ongoing for the utilisation of electronic time sheets at Naroo.

Constructive Dialogue facilitated the choice of the new colour scheme for the new build.

The Aged Care Manager was on leave from the 17<sup>th</sup> October. Meg & Ali will take charge. The clinical and administrative functions have been shared between two staff who acted in the role during the period of leave.

There has been a decrease in rostered staff while the facility has rooms out of action.

The Aged Care Manager has applied for another grant of \$4.5M for a similar concept as to what is currently happening in High Care for the North wing of the facility.

Two senior staff attended a Dementia seminar in Sydney and have bought back some broad knowledge and skills they will share with staff. How to deal with certain behaviours, RN minutes in rural facilities and a clock that you can set for reminders (will prompt residents to get dressed or have morning tea) were some big talking points.

### **Resident Meeting – Sept 2024**

The Dentist will be visiting this month.

Building works are moving ahead, floors, kitchen, garden beds, windows are all gone. There has been a lot of structural work done in the roof also.

Naroo has four new care staff starting this will put Naroo staffing levels at the optimum.

A new menu will start in the coming weeks. Kitchen staff are pulling inspiration from Maggie Beer, the focus is more home cooked family meals.

### **Residents News & Outings**

The new Activity Officers populating the calendar. Regular activities are always favourites with Carpet Bowls, Bingo, and crafts always a hit.

Naroo held Dementia Awareness Event and provided drinks and nibbles over the afternoon. Some residents attended and enjoyed the event.



### **Commonwealth Home Support Program (CHSP) – Warialda/Delungra August Report**

Meetings

Next meeting with CHSP Manager, to be advised.

Volunteers

Meals on Wheels volunteers are low. The service is currently managing with a Coordinator filling in throughout the Month. Clients enjoy seeing volunteers, this is also a suitable time to stay connected with clients and to check on their wellbeing. An advertisement has been placed on Gwydir Shire Face Book advertising CHSP Services.

Transport and Trips

One trip to Inverell Shopping this month clients thoroughly enjoying their shopping. Client transport covered Armidale, Tamworth, Moree, Inverell this Month. No outings this month due to weather and lack of interest from clients.

Social Support

Social support given when attending Day Centres, outings, Meals on Wheels, phone calls, client inquiries, transport & home visits. Dale Hartin, Exercise Physiologist, has started another, six-week exercise program, there are considerable numbers attending.

Day Centres

Those attending Warialda Day Centre on Monday, Fridays, and Delungra Wednesdays are grateful for the service they receive enjoying their time socialising with each other. The numbers are up this month.

Food Service

Every week our Meals on Wheels (MOW) client numbers are going up. There is always positive feedback from clients. Meals supplied five days a week and frozen meals, if needed over the weekend, are supplied by Naroo.

<b>Warialda/Delungra CHSP August Report</b>		
	<b>Delungra</b>	<b>Warialda</b>
<b>Day Centre</b>		
Total Active Clients	26	115
Clients Receiving Service	14	66
Total Meals	46	184
Hours Clients Receive in Centre	184	404
<b>Social Support</b>		



Number of Clients	14	66
Individual Hours	10	122
Group Hours	174	420
Total Hours Received	184	542
<b>Food Service – Meals on Wheels</b>		
Clients	0	14
Meals	0	269
<b>Transport</b>		
Number of Clients	0	32
Number of Trips	0	136
<b>Transport – Youth</b>		
Number of Clients	0	0
Number of Trips	0	0
<b>Access Bus to Inverell</b>		
Number of Clients	1	10
Number of Trips	3	3
<b>Volunteers</b>		
Number of Volunteers – August	1	30
Monthly Volunteer Hours	16	582

### Commonwealth Home Support Program (CHSP) – Warialda/Delungra September Report

#### Meetings

Next meeting with CHSP Manager, to be advised.

#### Volunteers

CHSP have three new MOW volunteers who are already on the roster. Clients enjoy seeing volunteers, this is also a suitable time to stay connected with clients and to check on their wellbeing. An advertisement has been placed on Gwydir Shire Face Book advertising CHSP Services.

#### Transport and Trips

One trip to Inverell Shopping this month clients thoroughly enjoying their shopping. Client transport covered Armidale, Tamworth, Moree, Inverell this Month. No outings this month due to weather and lack of interest from clients.

#### Social Support

Social support given when attending Day Centres, outing, Meals on Wheels, phone calls, client's inquiries, transport & home visits. Clients enjoyed a plant swap for our Spring has Sprung day, lucky door prizes & a donated bird house.

Day Centres

Those attending Warialda Day Centre on Monday, Fridays, and Delungra Wednesdays are grateful for the service they receive enjoying their time socialising with each other. Numbers are up again this month.

Food Service

Every week our MOW client numbers are going up. There is always positive feedback from clients. Meals supplied five days a week and frozen meals if needed over the weekend supplied by Naroo.

<b>Warialda/Delungra CHSP September Report</b>		
	<b>Delungra</b>	<b>Warialda</b>
<b>Day Centre</b>		
Total Active Clients	26	115
Clients Receiving Service	14	66
Total Meals	44	182
Hours Clients Receive in Centre	184	404
<b>Social Support</b>		
Number of Clients	14	66
Individual Hours	14	122
Group Hours	174	420
Total Hours Received	188	542
<b>Food Service – Meals on Wheels</b>		
Clients	0	14
Meals	0	269
<b>Transport</b>		
Number of Clients	0	21
Number of Trips	0	96
<b>Transport – Youth</b>		
Number of Clients	0	0
Number of Trips	0	0

<b>Access Bus to Inverell</b>		
Number of Clients	1	9
Number of Trips	8	2
<b>Volunteers</b>		
Number of Volunteers – August	1	32
Monthly Volunteer Hours	16	726

## **Commonwealth Home Support Program (CHSP) – Bingara August Report**

### Meetings

Meetings are no longer held.

### Volunteers

Bingara CHSP was supported by 9 volunteers with 400 hours of services during August by way of Out-of-town transport, centre based day care and local transport.

### Transport and Trips

Out of Town Transport were a little higher than last month with 179 trips for the month, servicing 41 clients.

The Access Bus made two trips to Inverell with the bus being full each trip.

A vehicle that had been damaged by a kangaroo is now repaired and it is back in service.

Volunteer drivers carry out regular maintenance checks on all vehicles when they are not in use as well as regular cleaning and washing at least once per week.

The local trips were also a little higher than the previous month.

### Social Support

Group social support Group is held in the Lingerlonga room on Tuesdays this continued in August with good numbers attending. The ladies continue to knit squares for the charity "Wrapped with Love" which are then turned into knitted blankets.

The group have commenced a six-week course of sit-down exercise classes which everyone is enjoying.

Food Service

Meals on Wheels numbers remained steady delivering to 9 clients.

<b>Bingara CHSP August Report</b>		
	<b>Bingara</b>	
<b>Day Centre</b>		
Total Active Clients	14	
Clients Receiving Service	12	
Total Meals	34	
Hours Clients Receive in Centre	170	
<b>Social Support</b>		
Number of Clients	38	
Individual Hours	226	
Group Hours	170	
Total Hours Received	396	
<b>Food Service – Meals on Wheels</b>		
Clients	7	
Meals	57	
<b>Transport</b>		
Number of Clients	35	
Number of Trips	134	
<b>Transport – Youth</b>		
Number of Clients	0	
Number of Trips	0	
<b>Access Bus to Inverell</b>		
Number of Clients	12	
Number of Trips	2	
<b>Volunteers</b>		
Number of Volunteers – August	8	
Monthly Volunteer Hours	396	

**Commonwealth Home Support Program (CHSP) – Bingara  
September Report**

Meetings

Meetings are no longer held.

Volunteers

by way of Out-of-town transport, centre-based day care and local transport.

Transport and Trips

Out of Town Transport was on average with 134 trips for the month, servicing 35 clients.

The Access Bus made two trips to Inverell with 12 clients using the service

Our volunteer drivers carry out regular maintenance checks on all vehicles when they are not in use as well as regular cleaning and washing at least once per week.

The local trips again kept our volunteers and staff quite busy with lots of visits to Medical Centre and Bingara MPS.

Social Support

Group social support Group is held in the Lingerlonga room on Tuesdays continued in August with good numbers attending.

We are planning a trip to Copeton Dam in October and hoping the weather will be nice for it. More on this outing next month.

Food Service

Meals on Wheels numbers have dropped off over the past month with only 7 clients receiving meals. In total 57 meals were delivered within the community

The sit-down exercise classes have proven quite popular. There will be another six-week block commencing early November.

<b>Bingara CHSP September Report</b>		
	<b>Bingara</b>	

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<b>Day Centre</b>		
Total Active Clients	14	
Clients Receiving Service	11	
Total Meals		
Hours Clients Receive in Centre	155	
<b>Social Support</b>		
Number of Clients	46	
Individual Hours	245	
Group Hours	155	
Total Hours Received	400	
<b>Food Service – Meals on Wheels</b>		
Clients	9	
Meals	115	
<b>Transport</b>		
Number of Clients	41	
Number of Trips	179	
<b>Transport – Youth</b>		
Number of Clients	0	
Number of Trips	0	
<b>Access Bus to Inverell</b>		
Number of Clients	13	
Number of Trips	2	
<b>Volunteers</b>		
Number of Volunteers – August	9	
Monthly Volunteer Hours	400	

## **SOCIAL SERVICES - Report August**

### **Bingara Neighbourhood Centre**

*Funding body – NSW Department of Communities and Justice*

Bingara Neighborhood Centre continues to assist community groups with grant applications and attend to the public's needs through advocacy and referral to other services.

### **Section 355 Committees**

### **The Bingara Community Op Shop**

The Op Shop welcomed the new Presidents at the start of this month, who are excited to step into their new roles and make a difference within the community.

This month the shop is having a lot of customers walk through the door. The Pantry is also supporting the community. The volunteers have revamped the back verandah, and the shop is well stocked and lots of donations are coming into the sorting room.

Recently volunteers helped to give the sorting room a spring clean.

At the meeting held on Monday 16 September it was passed that donations would be made to Huntington's disease and Bingara legacy during this month.



### **Centrelink**

*Funding body – Services Australia*

There were consistent customer numbers during September. Customers are becoming more confident in using their MyGov accounts with the assistance of Centrelink staff. Phone calls to silver service are being answered quickly as well as solving the problems at hand and our customers walk out of the office happy.

The iPad for the service is waiting to be sent back for either a fix or a new one being sent out hopefully this will be resolved within the month.

### **Youth Service**

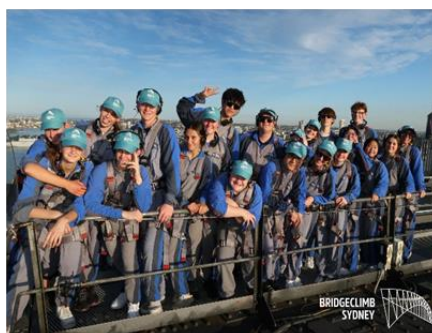
*Funding body – NSW Department of Communities and Justice*

### **Gwydir Willoughby Youth Exchange**

On September 5, the Gwydir youth exchange students and supervisors headed to Chatswood via bus and train. The weekend for the young people was packed with so many great experiences, with the Emerge festival, Taronga Zoo, an NRL game, Sydney Harbour bridge climb, Paint and sip hot chocolates, Markets, Shopping and much more.

On Sunday 8<sup>th</sup> September the farewell dinner was held at the Chatswood RSL where everyone reflected on the amazing experiences that were had during the trip. It was great to see the young people continuing to make beautiful connections with each other.

The Gwydir students who participated in this great life experience were all so grateful to have been given the opportunity, Gwydir students all shone in their own unique ways, and it was a wonderful opportunity to watch each, and every candidate grow so much during this experience. The Youth Services team were happy with the outcome of this year’s youth exchange and cannot wait to see what next year brings.



**Supported Playgroup Development Worker**

*Funding body – NSW Department of Communities and Justice*

<b>Warialda Toy Library</b>	<b>Aug 2024</b>	<b>Sep 2024</b>
Total daily attendance counts for children, (calculating each child, each day over the month –total points of contact).	<b>87</b>	<b>84</b>
Full borrowing memberships (new and/or renew)	0	1
Non borrowing memberships (new and/or renew)	0	0
Casual borrowing memberships (new and/or renew)	0	0
Commemorative Birth Certificate applications received	1	0
Toys returned	4	5
Toys borrowed	7	11
Groups using the service (FDC carer, Pharmacy)	1	
<b>Monday</b> group morning session x 3	26	41
<b>Tuesday</b> group morning session x 2	18	28
<b>Wednesday</b> group morning session x 2	8	17
<b>Thursday</b> group morning session x 4	35	7



During September, several momentous events were recognised at Warialda Toy Library and celebrated. The children have enjoyed being offered sensory play and the outdoor environment this month, games were enjoyed with puzzles and superhero 3 in a row card game. while using fine motor skills during activities and hand eye coordination with ball games incorporated into playgroup.

**Rural Outreach** joined the service on Monday 2 September where R U OK day was discussed, and information was passed around on how families could offer support to someone or, who to contact if they needed support for themselves. After that important discussion further information was given to each family regarding healthy relationships and what they look like.

**Child Protection Week** - 1 – 7 September Child protection was recognised and discussions were held around how working together as a community, we can create a space where all children can grow up safe and well, as well as the roles we play in supporting children and their families and helping those children in crisis. A craft activity where the children got to decorate a hand on a piece of paper and identify 5 people they could trust was provided. This was a time for families to start talking about child protection.

**R U OK Day** - Thursday 12 September the service celebrated R U OK day, this was a time where our Toy Librarian could check in with the families and see how everyone was doing. This started great conversations between staff and families. The children enjoyed a craft activity focused on emotions.



**Bingara Toy Library**

*Funding body- NSW Department of Communities and Justice and NSW Department of Education*

This month, families were offered inside and outside play experiences along with guest speaker presentations. Numbers were a little lower this month as the service was closed for a week due to staff illness.

Particulars	AUG 2024	Sept 2024
Total daily attendance count for children, (calculating each child, each day over the month –total points of contact).	72	52
Full borrowing memberships (new and/or renew)	0	0

Non borrowing memberships (new and/or renew)	1	0
Casual borrowing memberships (new and/or renew)	2	1
Commemorative Birth Certificate – Voucher memberships	0	0
Toys returned	4	6
Toys borrowed	0	6
Children/Group using the service (FDC carer, pharmacy)	0	4
<b>Tuesday</b> group morning session x 2	33	6
<b>Wednesday</b> group morning session x 3	23	30
<b>Thursday</b> group morning session x 3	9	10
<b>KSK</b> group afternoon session x 5	34	26

**Rural Outreach & Support Service** visited on Wednesday 11 September their staff discussed R U OK day and passed around information on how families could offer support to someone. After that important discussion further information was given to each family regarding healthy relationships and what they look like. A booklet called “Charmed and Dangerous” along with the Rural Outreach business card and flyer were handed to each family. Families were told not to hesitate to contact the number on the business card either by text or call and a friendly listening ear would be on the other end with support to offer.

**Principle - Partnerships – Services work together to support learning, development, and wellbeing**

**Preschool Orientation** was held on Tuesday 17 September. Families were treated to a fun morning at Bingara Preschool experiencing all types of fun activities, learning through play. On Tuesday 24 September the Director also visited the Toy Library to provide an informal information session on all the requirements for enrolling in Preschool.

**Practices – Continuity of learning and transitions**

Thursday 19 September Story time by Bingara Public Library was held at our service where our town librarian visited to provide a story time session along with a craft activity for the children. This was a lovely morning for the children and the parents.

During playgroup, the children have been offered activities around numbers, colours and nursery rhymes this month. Both inside and outside experiences were offered. Some of the planned activities were sensory bowls, outside equipment, water tables, puzzles, bubbles, colour by number pages, foundation style writing tracing, nursery rhymes via books, ball pit, threading wooden fruit, colour dice match and tummy time on the floor in front of the mirror.

**Practices – Play based learning and intentionality**

The Kool Skool group loved getting out in the back yard this month for afternoon tea before “bullrush”, “what’s the time Mr. wolf”, and “duck duck goose” were played.

Lego is always popular as are the army men and cars. Board games and card games were incorporated into the afternoons each week along with a movie and popcorn for the last week of term.



The local CWA, Bingara branch donated a \$200 cheque to purchase sand and batteries for the Toy Library for the next twelve months.

The school holidays commence in the last few days of the month. Families were notified that the service would be closed for the entire school holiday period. It was encouraged by staff to visit the Warialda Toy Library for a day out and see the other end of the shire.

### Bingara Preschool

*Funding Body – NSW Department of Education - Early Childhood Education and Care Directorate*

<b>Days</b>	<b>September 2024</b>
Monday	20
Tuesday	20
Wednesday	23
Thursday	21

**Learning About Spring:** On Tuesday the 5<sup>th</sup> of September, the service welcomed a university student as a special guest to Bingara Preschool. The student is furthering their qualification and completing their practicum component at the Bingara Library. As part of their studies, the student had to facilitate an experience to the wider community, as she chose to facilitate this at Bingara Preschool. The student read the book 'Nana's Colours' written by Pamela Allen. This experience tied in with the weekly provocation as the children were exploring the season of Spring. The children listened and engaged in the story about what coloured flowers Nana was going to receive for her birthday. After the story, the university student facilitated a creative experience, using coloured paints and flower sponges. The children then created their own bunch of coloured flowers using the range of resources available.

**EYLF 5.2: Children engage with a range of texts and gain meaning from these texts**



**Book Week:** On Wednesday 11 and Thursday 12 of September, the Bingara Preschool celebrated Book Week. The service chose to hold this event later in the term to coincide with the Bingara Central School's Book Week celebrations, as the children could then dress up on the same day as their siblings. The children were invited to come dressed up as their favourite character and asked to bring along their favourite book. The children enjoyed showing their friends their costumes and sharing their story with Preschool. As a group, the children went out on the deck and danced in a circle whilst in their costumes. The children were surprised as they arrived at Preschool, as the Educators were dressed up too.

**EYLF 1.1:** *The children explore aspects of identity through role play.*



**Orientation Visit:** On the 17 September, the Bingara Preschool held another Orientation visit for the families that have children attending the service next year. The Bingara Preschool and the Bingara Toy Library work together to support and encourage families when their child is transitioning to Preschool. There were four families that attended this session with their children. The Orientation visits provide the opportunity for the families to ask questions about what happens at Preschool, and it encourages the building of positive reciprocal relationships between all stakeholders.

**EYLF Practice:** *Continuity of learning and transitions.*

**Infants Sports Day:** On Wednesday 18 September, the Bingara Preschool children travelled by bus to the Bingara Central School to participate in the annual Infants Sports Day event. The Preschool children proudly marched behind the Bingara Preschool banner. As the children marched, they waved out to the crowd. So many of the Bingara Preschool children participated in their age running races, with one child commenting that they were excited to get a sticker when they finished. During the egg and spoon race, the children demonstrated their hand and eye coordination skills. The families attended this excursion and helped provide encouragement and support to each child. A big thanks goes to both the Bingara Central School, and High School students who assisted and supported the Preschool children during the



ball games and Bilsborough’s Bus Service for transporting the Preschool, to and from the school.

***EYLF Principle Partnerships: ‘The Bingara Preschool build partnerships with families and the wider community’***



**Educational Leader:** The Bingara Preschool continues to support students to complete work placement at the service. Recently the Bingara Preschool Trainees have started their work placement units, and the Educators are mentoring with their experience and ideas. External work placement students are also welcomed and encouraged to develop their skills within the service. At the end of September, we welcomed a TAFE student to the service. The Bingara Preschool also works with local schools to help students attend for a week of work experience. These could be our future Educators and Bingara Preschool will immerse them in many aspects of being an Early Childhood Educator.

**Tharawonga Mobile Resource Unit**

*Funding Body – Australian Government Department of Education*

Days and Venues	September 2024
Monday at Croppa Creek	12 (2 extra casual places)
Tuesday at North Star	13 (6 extra casual places)
Wednesday at Yallaroi	19 (1 extra casual places)
Thursday at Yetman	9 (8 extra casual places)
Friday at Warialda	16 (0 extra casual places)

**Momentous events celebrated** – This month the service program has offered the children the opportunity to participate in experiences that have focused on making significant gifts and cards to share for Father’s Day which was on the first Sunday of the month.

**Emergency procedures** – In week 10 of Term 3 the service had practiced the emergency procedures across the venues as per the requirements. Providing different scenarios for the children and educators to participate in to ensure everyone understands and is aware of what to do in a real emergency.

**Community Connections** – Hunter New England Community health has continued their annual connection with the service and have undertaken the STEPs vision

screening with all children at the service who are attending formal schooling next year.

The parent fundraising committee had their meeting on 10 September 2024. The Director and Social Services Manager attended this meeting. The committee discussed their efforts of fundraising for the year and how they can work with the service to provide appropriate resources. These items will be purchased soon. The committee would like to also provide opportunities for the children to attend local performances or have incursions within the service. Parents mentioned some particularly good and positive feedback during the meeting.

### General

The service has been focusing on providing the children with Mathematical concepts. The educators have implemented educational learning experiences to reflect this. Puzzles that are required to be stacked in order from biggest to smallest have been included on the tabletops. Group time experiences that reflect quantities of big and small (positional language). Number and object matching with coloured beads. Cooking experiences such as plain and fruit pikelets as well as fruit smoothies have provided opportunities for the children to learn about volume, measuring, wholes and halves.

The children are showing an increased skill in facilitating their own learning as they participate in the planned program experiences.

The school transition process is continuing and cooking has been a focus throughout this month whether it be through children's input or extending on the child's current learning.



**Croppa Creek** – This month the venue has had another increase in enrolments.

As part of our group time activities, following instructions became the programmed focus, using games to achieve this goal. Simon says, parachute with balls, picture dice, are a few of the games that the children played. The dice was rolled, and the children had to do whatever they saw on the face of the dice.

Parachute play with lots of balls in the centre of the parachute, working in time to throw and catch the balls together. Cooperating with everyone and following instructions was the only way to bounce the balls.

The outdoor learning environment incorporated literacy opportunities with the road signs and bikes. The children used the signs to direct the person who was riding the bikes. There were stop signs, road crossings and traffic lights.

Cornflour and water were a sensory activity that was new to the children this year, providing the opportunity to play with something that was unusual and explore different textures.

Crayon and wash tractor drawing was programmed, the children drew on the paper that was a cut out of a tractor. They added whatever detail they wanted to add using the oil-based crayons, the water-based paint does not penetrate where the crayon was drawn. This creates unusual patterns on the paper that the children found interesting and unusual.



**North Star** – September saw the venue have another increase in enrolments with one new enrolment and current family enrolments who have added an extra day to their care.

The children have explored the clay experience on the boards with match sticks and paddle pop sticks. Providing clay allows the children to develop muscle strength in their hands & fingers. Additionally adding the extra resources allows the children to use their imagination, creativity, develop fine motor skills, transferring knowledge to be able to plan and implement it.

The children engaged in a craft experience with oil pastels with a water wash which allowed the children to create their own drawings based around what we will see in the springtime. Once their creations were made, they then placed the yellow water over the top.

Group transitions consisted of a focus on the child using the instructional dice. The children roll the dice and follow the instructions for what they need to do.





**Yallaroi** – The start of spring provided the educators opportunities to plan activities which promoted the seasonal change. A craft experience using bright coloured tissue paper crushed into balls made a flower outline. The flowers were added to the family tree area to extend and decorate. This focus was further supported by providing a music experience. The children danced to the tune “Springtime Dance” blossoming into flowers.

One of our educators had a short trip to New Zealand recently and was able to share this experience with the children upon their return. The children participated in an art experience using a mop textured brush to paint the appearance of feathers on Kiwi birds. An orange beak was added with a strip piece of orange paper and eyes. A book the educator found in New Zealand was shared with the children “Pee Wee the Kiwi goes to grumpy Grandpa’s farm”. As a part of group time the educator shared pictures from their holiday and viewed a video to hear the sounds made by the kiwi birds.

With the weather warming up water activities in the tuff tray with the sea creatures has been added to the outdoor learning environment.



**Yetman** – This month the venue has had an increase in casual enrolments.

Supporting children’s individual interests has been a part of the learning experience provided in the program. A creative learning experience of decorating a horse template with supporting cut outs was available. The children selected their own pieces to add to their horses while verbally communicating to the educator what pieces they added such as the “saddle mat”.

More complex puzzles have been added to the program to further promote and extend the children's developing fine motor and cognitive skills.

As a part of a group learning experience to promote the children's development of following instructions and working collaboratively to ensure that the parachute was in time with the instructions provided. The children were involved learners as they participated in the “Ants go Marching” story. As the story was read by the educator the children were able to perform each of the actions.





**Warialda** - This month the venue has had another increase in enrolments with two new enrolments from a family who needed care in the community.

Sand art was a creative experience that was a guided learning experience to demonstrate the techniques required. Educators demonstrated this initially and then the children individually participated in adding the coloured sand to the outline of their name and their chosen picture. This experience also promoted and encouraged the children to participate in a sensory learning opportunity.

The program has provided learning experiences that give the children opportunities to promote skills of fully participating in an activity and finish this before they move onto another.

Dramatic and role play has been an interest for the children as they have been participating in the home corner area with the kitchen and accessories added. The children have been able to use their imagination to create scenes of real-life situations in their play.

Following patterns with colour and shape objects has been a focus through intentionally programmed learning experiences with the Geo shapes and cards, the Duplo shapes and boards and the rainbow pebbles with cards. These learning opportunities also support the focus of finishing experiences before moving onto another.



## SOCIAL SERVICES - Report September

## Bingara Neighbourhood Centre

*Funding Body – NSW Department of Communities and Justice*

Bingara Neighbourhood Centre continues to assist community groups with grant applications and attend to the needs of the general public through advocacy and referral to other services. Discussions with IGA regarding drop off of grocery items were held to assure that Coordination was effective. Seniors grants were applied for to hold workshops throughout the year.

## S355 Committees

### The Bingara Community Op Shop

This month has seen a continuous stream of donations, the team have been doing an amazing job sorting, washing and ironing all donations ready for the shop. With the seasons of change the shop is starting to swap out the winter clothing for summer items.

The shop has had some amazing customers coming in and walking out with smiles on their faces. The Pantry shelves are continuously being restocked for our community and is running very well.

Our Op shop team enjoyed a lovely catch up out the back in the garden for some afternoon tea and a debrief on how everything in the shop is running.



## Centrelink

*Funding body – Services Australia*

Consistent numbers through the door this month, Silver Service has been excellent and fast on all enquires. There has been a positive outlook in customers willing to join MyGov for them to be able to access their Centrelink and all other important services.

Follow up from NAAPT, to check all equipment is in working order and let staff know that appointments can now be made to any Service Centre by using the Centrelink Plus app also can book appointments at a Service Centre of choice by using the app.

## Youth Services

*Funding body – NSW Department of Communities and Justice*

Staff are thinking of ways to get our young people more involved in the community, starting with getting a few youth groups up and running, where they can come hang out, and learn some different life skills. Discussion with some of our young people are happening to get their input and understand what they would like to see more of or simply just things in life they would like help with, from some cooking lessons, mental health strategies, Applying for a job, to basic hygiene.

The “Tutoring Youth Program” is still developing with more interest coming in and getting it out there to the community that the opportunity is still available. Staff have been in touch with the Willoughby Council staff and are due for a meeting in the next month to discuss where to for the new year ahead.

Youth Exchange Students and staff had a get together earlier in the month due to a surprise present sent by one of the Willoughby exchange Students. The young people all gathered around the table at the Warialda VIC to open the mystery box, which had a handwritten letter, chocolates and a box full of printed photos that the student had taken on his disposable camera.

The letter read as follows:

*Dear Gwydir Councilors and Kiddos,*

*It is not everyday that one gets to leave the bounds of their natural comfort zone and into novel environments however when one does, treasured experiences and memories are formed. This was the case for us Willoughby and Gwydir Kiddies and Councilors embarking on a journey of self-enrichment that has allowed us to form bonds that stretch across highways & expanse regions. The feeling I had as I entered into Bingara was absolutely surreal and a bit frightening since I had no idea whether a kangaroo might knock on my door thank God it was Ben. From the valleys and vast plains of farmland at north star to the top of the Sydney Harbor Bridge, I would like to thank the Gwydir Councilors and Kidstars offering me and all my friends and peers at Willoughby such a stupendous experience that will forever be ingrained within the trenches of all our souls. The Smilies. The Laughter. The Enjoyment. This is what life is supposed to be. I would like to leave Yall a final message to everybody. No matter what, always be your true self and embrace all your opportunities; as if I didn't embrace mine, I wouldn't have met all use amazing and funtabulous human beings.*

*This is your friendly neighborhood Cowboy from Willoughby signing off*

*Yours Truly*

*Warren Nam*



**Supported Playgroup Development Worker**

*Funding body – NSW Department of Communities and Justice*

During October our busiest days have dropped in number’s due to Parents returning to work. A parent has expressed how wonderful and beneficial the service and borrowing membership has been for herself and her family. We are very lucky to be a part of a community that has these services accessible for families.

To further develop the children’s fine motor skills, there was free drawing, clever sticks, peg boards, puzzles, tweezers and small objects. For gross motor the children engaged in obstacle courses, ball games, bike riding, balancing games. The children also enjoyed the home corner area which has had new items added in that were donated from a family.

Families celebrated Children’s Week on Thursday 24 October with morning tea, games, music and books.



<b>Warialda Toy Library</b>		<b>Sept 2024</b>	<b>Oct 2024</b>
<b>Bin gar a Toy Lib rar y Fun din g bod y-</b>	Total daily attendance counts for children, (calculating each child, each day over the month –total points of contact).	<b>84</b>	<b>99</b>
	Full borrowing memberships (new and/or renew)	1	0
	Non borrowing memberships (new and/or renew)	0	0
	Casual borrowing memberships (new and/or renew)	0	0
	Commemorative Birth Certificate applications received	0	0
	Toys returned	5	12
	Toys borrowed	11	11
	Groups using the service (FDC carer, Pharmacy)		1
	<b>Monday</b> group morning session x 3	41	15
	<b>Tuesday</b> group morning session x 5	28	37
<b>Wednesday</b> group morning session x 4	17	10	
<b>Thursday</b> group morning session x 4	7	37	

*NSW Department of Communities and Justice and NSW Department of Education - Early Childhood Education and Care Directorate.*

The first two weeks of October saw school holidays, daylight saving come in, and staff taking annual leave. The service was closed for this period.

Particulars	September 2024	OCTOBER 2024
Total daily attendance count for children, (calculating each child, each day over the month –total points of contact).	52	25
Full borrowing memberships (new and/or renew)	0	1
Non borrowing memberships (new and/or renew)	0	1
Casual borrowing memberships (new and/or renew)	1	0
Commemorative Birth Certificate – Voucher memberships	0	1
Toys returned	6	2
Toys borrowed	6	3
Children/Group using the service (FDC carer, pharmacy)	4	4
<b>Tuesday</b> group morning session x 3	6	17
<b>Wednesday</b> group morning session x 3	30	28
<b>Thursday</b> group morning session x 3	10	2
<b>KSK</b> group afternoon session x 6	26	14

Wednesday 16 October the Continence Nurse from Narrabri Community Health visited to provide a presentation on bedwetting, bladder leakage and more. Each family were given a handout and were allowed to ask any questions they had. The Nurse is available by appointment and families were given her number if needing to make one with her at the Bingara MPS to get more advice in the future.

Tuesday 22 October families attended the second last Preschool Orientation morning. The backyard was set up on our arrival with a bubble blowing station, drawing station, block mat area, sandpit with trucks and the playground equipment for the children to explore. The families ventured around all areas and intermingled which was lovely. The director advised families that enrolment will soon be available online and to start getting all their child's documents ready to upload.

#### **Practices – Continuity of learning and transitions**

Children's Week was celebrated on Wednesday 23 October by having the Social Services manager visit to discuss how her department services the shire and its residents. She also brought along some yummy snacks to taste test, which are easy to make, budget friendly and healthy for Preschool lunchbox ideas. Each family went home with a new lunchbox.



**Principle - Partnerships – Services work together to support learning, development and wellbeing**

Notification was sent out to all the Kool Skool group families letting them know about end of term cut off dates, Christmas party plans and asking their intention of attendance in 2025. Families were encouraged to bring in payment, enrolment forms and the days they wish to attend so they could secure a spot on the 2025 attendance roll. This month the children enjoyed puzzles, army men, toy cars, Simon says, noughts and crosses, outside play, toy room play, popcorn afternoon for children’s week and what am I type guessing games.

Playgroup children were offered various types of play experiences this month both inside and outside. Some beautiful items were donated to the service by a local family, and they were washed, loaded with new batteries and placed on the floor in the baby play area. These items were well accepted and enjoyed. Craft, toy room free play, different sensory bowl activities, water play, outdoor area equipment, bubble chasing, music and movement along with story times were provided for the children over the month.

**Practices – Play based learning and intentionality**



**Bingara Preschool**

*Funding Body – NSW Department of Education - Early Childhood Education and Care Directorate*

<b>Days</b>	<b>October 2024</b>
Monday	21
Tuesday	23
Wednesday	24
Thursday	25

**First Aid and CPR Training:** On Wednesday 9 October, the Bingara Preschool team renewed either their Cardiopulmonary Resuscitation (CPR) or First Aid Training, depending on which one each Educator required. This is an annual event for all Educators, and the service invites the other Social Services team members to

join in with the training. The Trainer from Allens Training always places emphasis on infant and child CPR and First Aid, which assists the Educators within their professional roles.

**EYLF Principle: 'Critical reflection and ongoing professional learning'.**

**Orientation Visit:** On Tuesday 22 October, the Bingara Preschool welcomed the Toy Library families for another Orientation visit. There has been such positive feedback from the planned series of visits, from the families whose children will commence at Bingara Preschool in 2025. All involved enjoyed a picnic style morning tea, whilst sitting out on the back deck. The children showed interest in digging the sandpit, playing hide and seek, and picking the fresh mulberries from the tree. **EYLF 2.1: The Bingara Preschool builds connections between the early childhood setting and the local community.**



**Preschool Photos:** On Wednesday the 23 October and Thursday 24 October, Bingara Preschool held their annual Preschool photos. This is the fifth year running the photographer has taken the photos for the service. The photo orders and prints were finalised and ready to be collected by the following Monday.

**EYLF 1.2: The Children are encouraged to feel accepted and affirm their group membership.**



**Work Experience:** From Monday 21 October to Friday 25 October, The Bingara Preschool welcomed three work experience students from Bingara Central School who are currently in Year 10. The three students displayed a high level of respect,



commitment and willingness when learning about the role as an Early Childhood Educator. The three students immersed themselves in every part of the role including developing positive relationships with the children, being part of a team, facilitating experiences, and cleaning resources.

***EYLF 2.2: The work experience Educators engage in interactions with children that promote respect for diversity and value distinctiveness.***



**National Indigenous People's Day.** During Week 1 of Term 4, the Bingara Preschool focused on exploring all aspects of the Indigenous culture, as it was National Indigenous Person's Day on Monday 14 October. The children immersed themselves in learning about Indigenous Dreamtime stories, learning about Bush Tucker, making prints with their hands and completing large Indigenous floor puzzles. These experiences followed onto the next week, when one of the work experience students, taught the children the Gamilaraay words for the Australian animals including a wombat, a kangaroo and a snake.

***EYLF 1.1: The Bingara Preschool provide a culturally safe place where Aboriginal and Torres Strait Islander children and children from culturally diverse backgrounds can share their stories about history and culture.***



**Educational Leader Report:** The Bingara Preschool School Based Trainee completed the Certificate III in Early Childhood Education and Care. The School Based Trainee completed the last work placement this month, with an Assessor visit and then submitted all the remaining written tasks required. The School Based



Trainee was congratulated on this achievement by all team members. The Bingara Preschool also supported a TAFE work placement student. The TAFE assessor visited, and this student was able to complete the final work placement criteria for her Certificate 111 in Early Childhood Education and Care. The Bingara Preschool supports and mentors the Trainees and work placement students to be involved in the Bingara Preschool Curriculum during the work placement hours and Assessor visits.

**EYLF Principle: 'Critical reflection and ongoing professional learning'.**



### Tharawonga Mobile Resource Unit

*Funding body – Australian Government Department of Education*

Days and Venues	October 2024
Monday at Croppa Creek	12 (0 extra casual places)
Tuesday at North Star	14 (5 extra casual places)
Wednesday at Yallaroi	19 (0 extra casual places)
Thursday at Yetman	9 (4 extra casual places)
Friday at Warialda	16 (0 extra casual places)

**Staffing** – This month the service has welcomed a new educator to the team on a full-time basis.



**Staff training** – throughout the school holiday period on Wednesday 9 October four educators participated in a CPR refresher training course with Bingara Preschool. The new educator has undertaken a whole First Aid course training in week one of term 4.

### **General**

To start back term 4 the educators have used the first two weeks to implement an ocean theme. With a range of learning experiences provided at each venue for the children to participate in. Jelly fish, fish, crabs, and sharks were created using a variety of different materials to make their creations. Transitional learning when moving between routines has involved all the children learning their first and last names.

**EYLF Practice transitions: Educators use transitions to foster all children's learning and development. The children are learning about being as they develop their identity.**



The service has had new enrolment enquires and orientation sessions with families particularly for the North Star venue.

The children attending formal schooling in 2025 continue to participate in transition to school learning opportunities. As a part of the service program educators have promoted mathematical one on one correspondence with natural resources, number ordering with a number of blocks activity (one to six). The children investigated mass through using the scales set to develop an understanding of heavier, lighter, and equal to the same value.



**Croppa Creek** - The children are learning about positional language such as large, small, up, down, over, under, there were actual active actions in the song that we engaged in throughout music and movement.

The children are practicing their weaving skills on sea creatures with coloured strips of paper that they weave into the cuts on the paper. This provided the opportunity to develop and refine fine motor skills while practicing over and under as they were putting the paper through the animal of their choice.

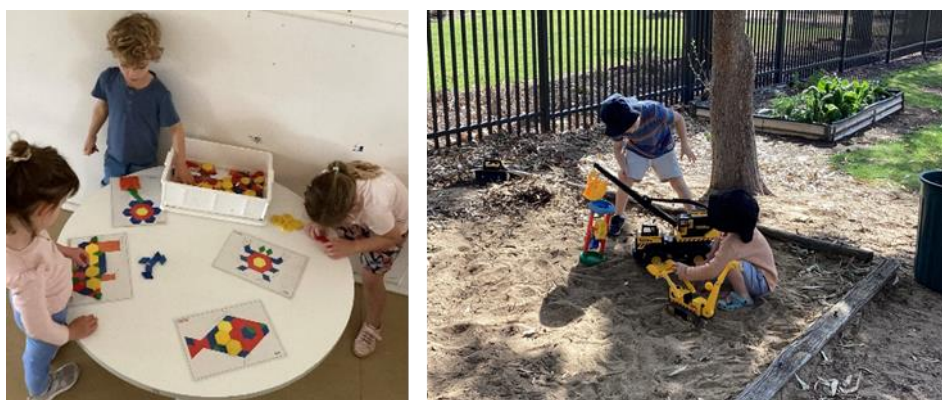
**EYLF 4.2: The children use patterns they identify and communicate these using mathematical language.**



**North Star** – October saw this venue have another increase in enrolments. The children have extended their own learning as they participated in the ocean creative experience.

The music focus at this venue has been ‘Five little jellyfish’ this encouraged the children to incorporate mathematical concepts into their learning. And also includes the principle of counting backwards from five to one as they sing along to the song.

**EYLF 5.2: The children use materials to create art works such as painting and music to express ideas and making.**



**Yallaro** - The home corner and dramatic play area was changed into the outdoor learning environment to provide the children with a different aspect of learning in this area. The Educators and Children reenacted the book ‘Were going on a shark hunt’ this encouraged the children to listen to what the book had said and allowed the children to use their imagination.



The children have showed interest in the tapping sticks for music this experience has been very engaging as they tapped the sticks to the positional language such as forward, backwards and side to side within the song over the deep blue sea.

**EYLF 1.3: The children explore different identities, roles and points of view in pretend play and**

**EYLF 3.2: The children move to the rhythm of music.**



**Yetman** -The children were curious to participate in learning which is promoting their physical development including hand eye coordination and balancing with the ball maze boards and the bean bag toss.

The school invited the service to be a part of Bandanna Day on Thursday 24 October. The children were able to purchase a Bandanna of their choice and had a sausage sizzle at lunch time. The educators explained to the children why the service participated in this particular opportunity. This cause is all about helping to raise funds for sick children with cancer.

**EYLF Practice: Partnerships Tharawonga builds partnerships with the local school community.**



**Warialda** - The children facilitated their own learning by having a game of hide and seek. Each child took turns to count at the tree while the others found hiding spots.

The service program has been catering to the children’s fine motor development through providing a variety of activities including the fishing game, puzzles, art and craft, magnetic construction, music activities with tapping sticks and construction vehicles on the road mat.

**EYLF 3.2: The children participate in physical play.**



**COMMUNICATIONS, MARKETING AND TOURISM, AND ROXY THEATRE COMPLEX**

**Communications**

Tourism

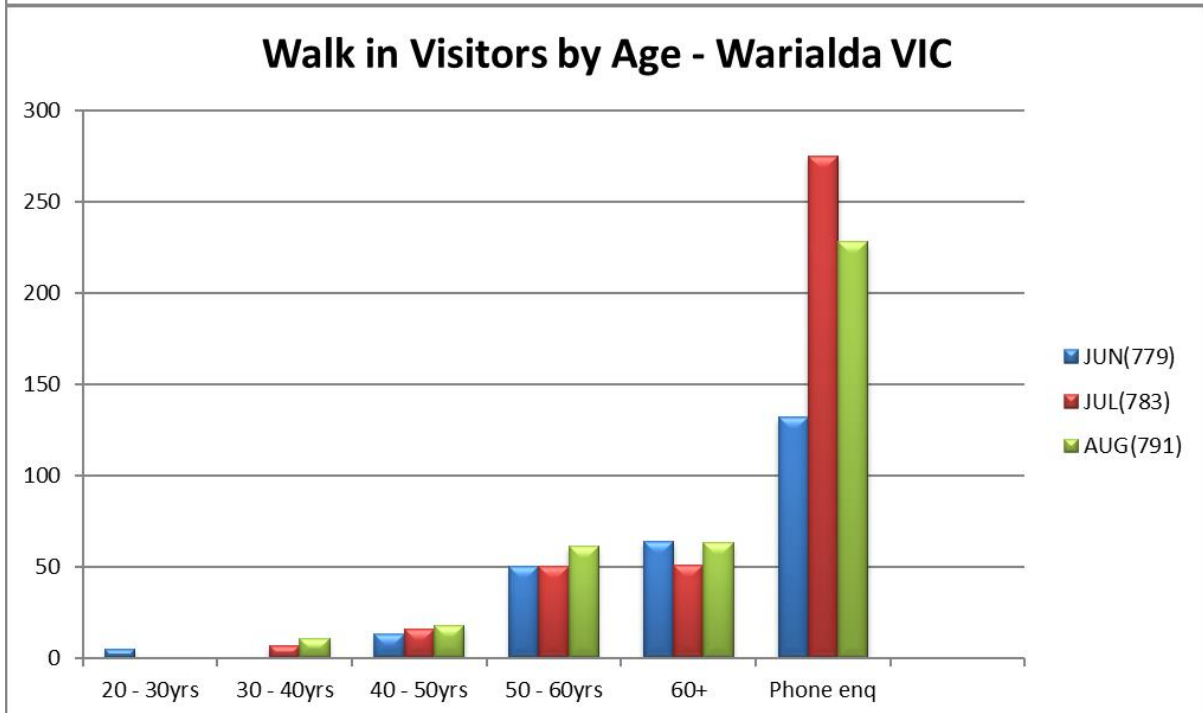
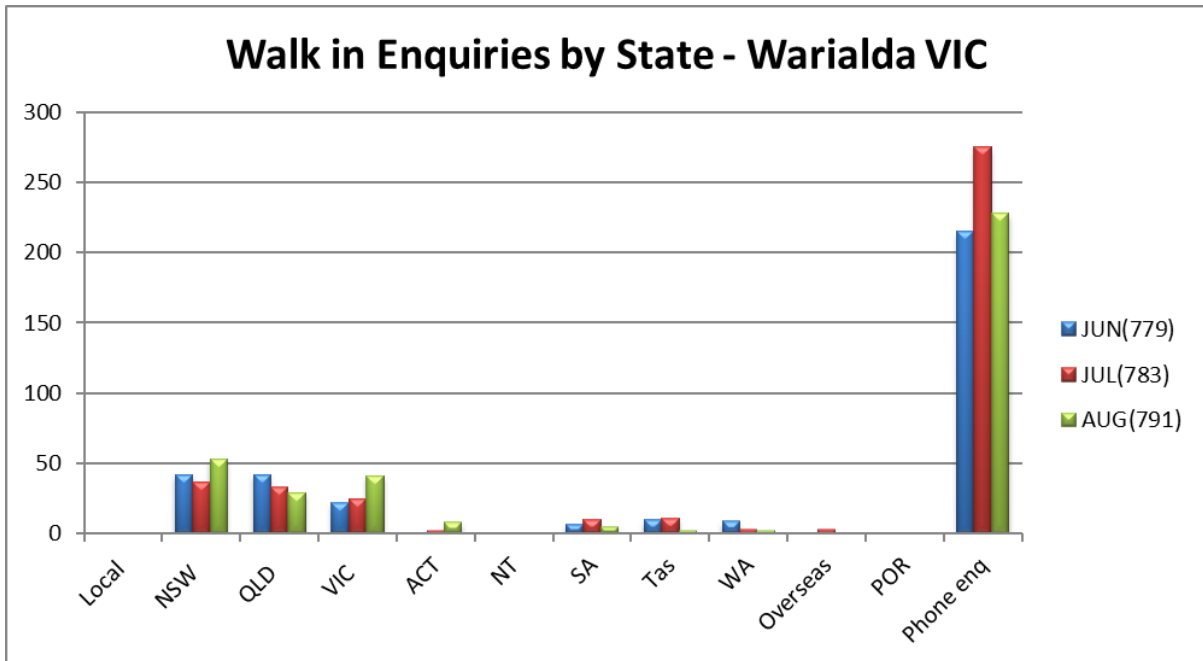
*Warialda Visitor Information Centre - August*

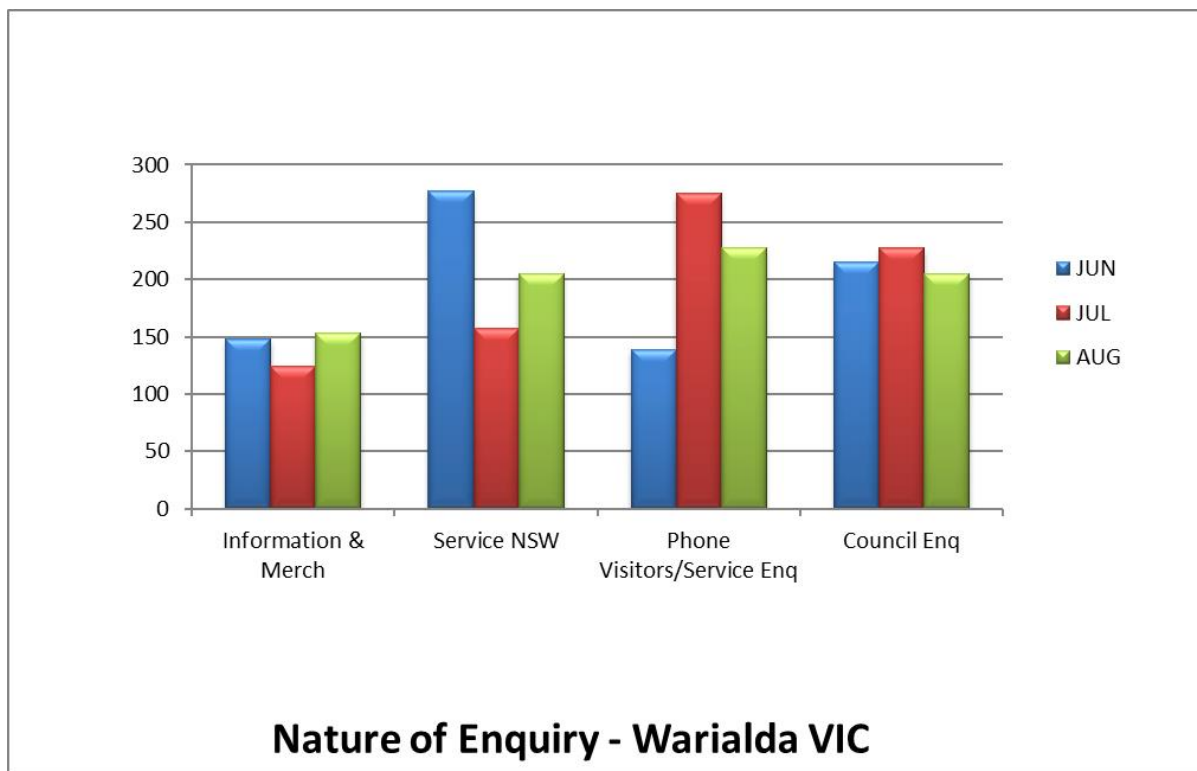
JUNE 2024	JULY 2024	AUG 2024
Opening Hours = 126	Opening Hours = 60	Opening Hours = 60
Volunteering Hours = 0	Volunteering Hours = 0	Volunteering Hours = 0

INCOME:	\$JUN	\$JUL	\$AUG
Merchandise Sales	890.74	650.11	858.83
<b>Total Monthly Income</b>	<b>890.74</b>	<b>650.11</b>	<b>858.83</b>

Visitors at Warialda VIC	JUN	JUL	AUG
Visitors	148	127	153
Service NSW	277	157	205
Council	139	227	205

Phone Enquiries	215	275	228
<b>Total</b>	<b>779</b>	<b>783</b>	<b>791</b>



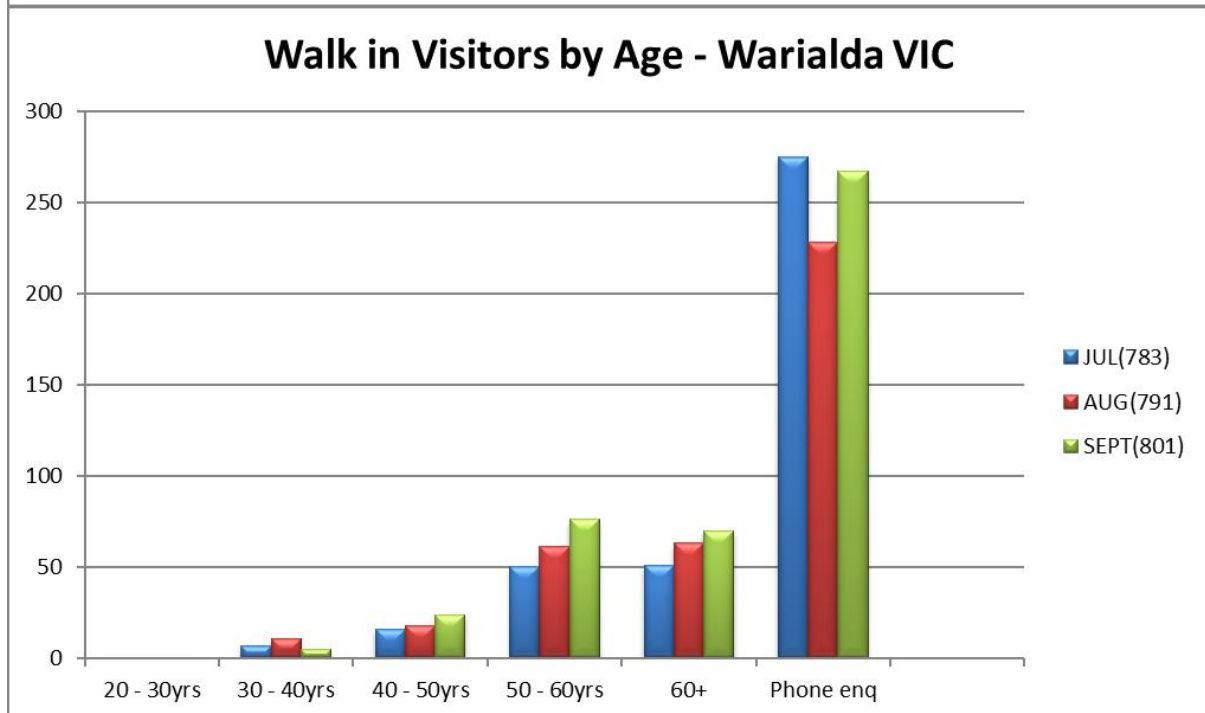
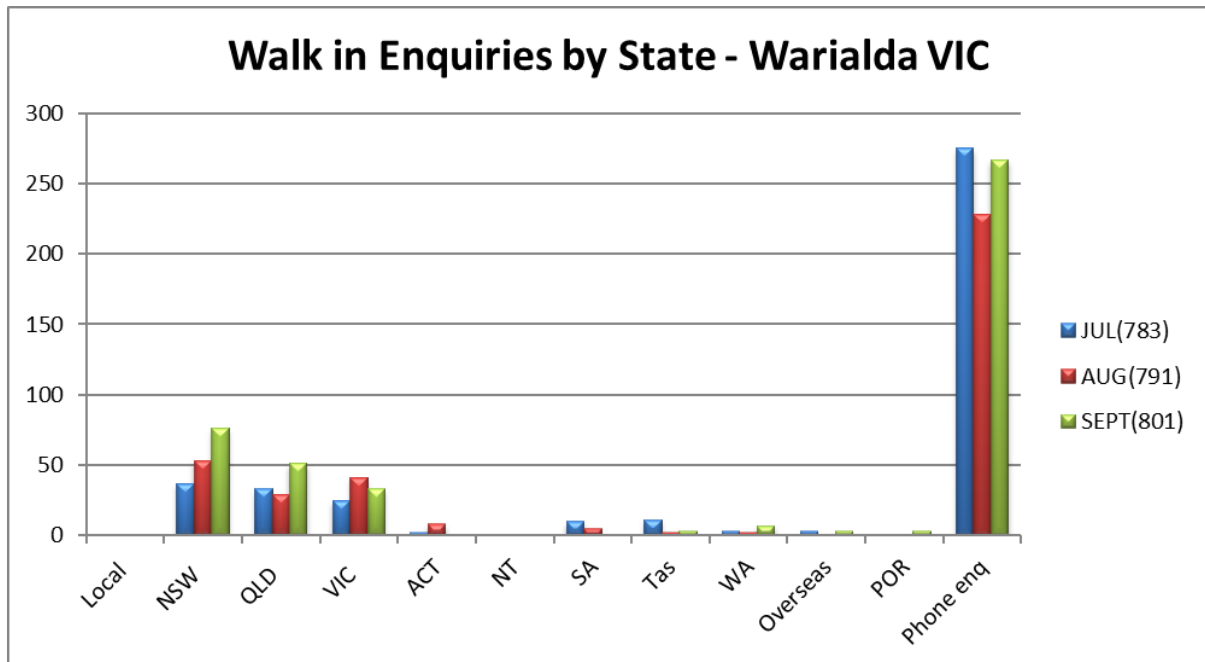


*Warialda Visitor Information Centre - September*

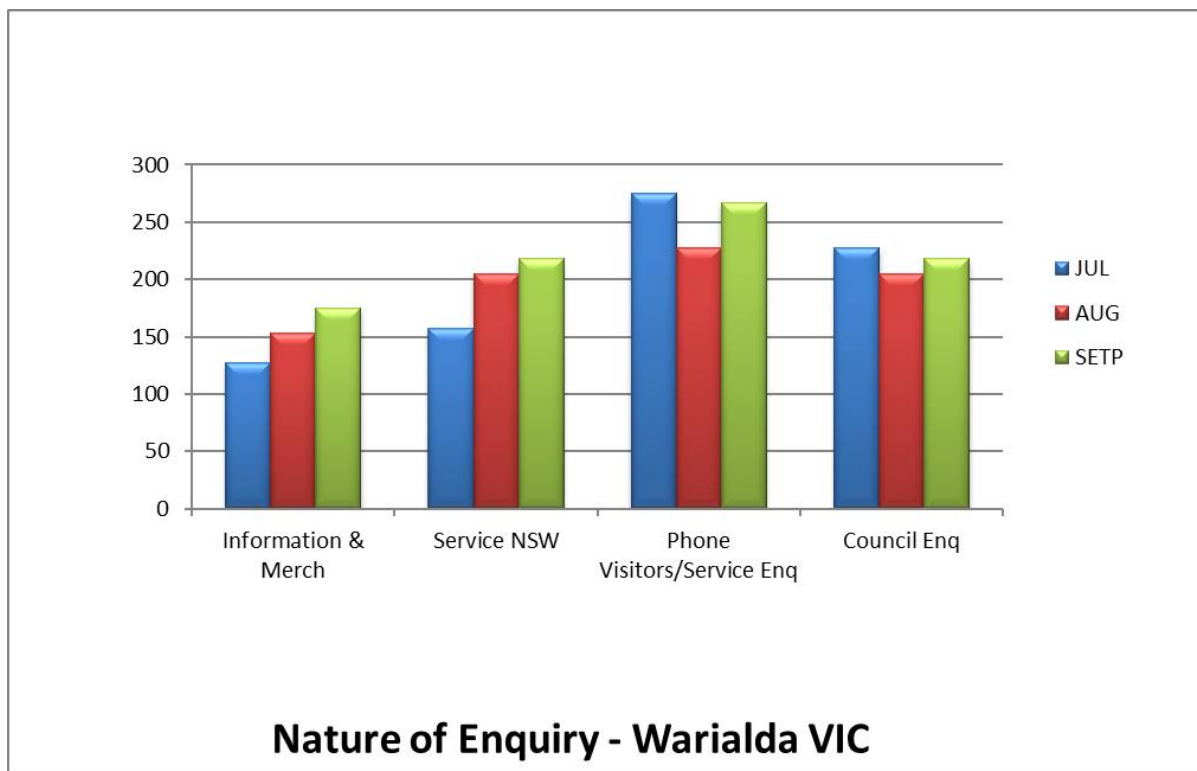
JULY 2024	AUG 2024	SEPT 2024
Opening Hours = 60	Opening Hours = 90	Opening Hours = 126
Volunteering Hours = 0	Volunteering Hours = 0	Volunteering Hours = 0

INCOME:	JUL	AUG	SEPT
Merchandise Sales	650.11	858.83	1593.44
<b>Total Monthly Income</b>	<b>650.11</b>	<b>858.83</b>	<b>1593.44</b>

Visitors at Warialda VIC	JUL	AUG	SEPT
Visitors	127	153	175
Service NSW	157	205	218
Council	227	205	141
Phone Enquiries	275	228	267
<b>Total</b>	<b>783</b>	<b>791</b>	<b>801</b>







*Bingara Visitor Information Centre - August*

June 2024	July 2024	August 2024
Opening Hrs. = 123.5	Opening Hrs. = 167	Opening Hrs. = 176.5
Volunteer Hrs. = 35.5	Volunteer Hrs. = 24	Volunteer Hrs. = 33.5

Income – Bingara VIC	\$ June	\$ July	\$ August
Merchandise	\$ 458.50	\$ 1028.20	\$ 832.60
<b>Total Merchandise sales</b>	\$ 458.50	\$ 1028.20	\$ 832.60
<b>Total Monthly Income Bingara VIC</b>	\$ 458.50	\$ 1028.20	\$ 832.60
Roxy Tour Income	\$ 160.00	\$ 530.00	\$ 240.00
<b>Visitors at Bingara VIC</b>	<b>315</b>	<b>668</b>	<b>394</b>

**Tourism Activity**

**Roxy Tours:** 24 people toured the complex this month.

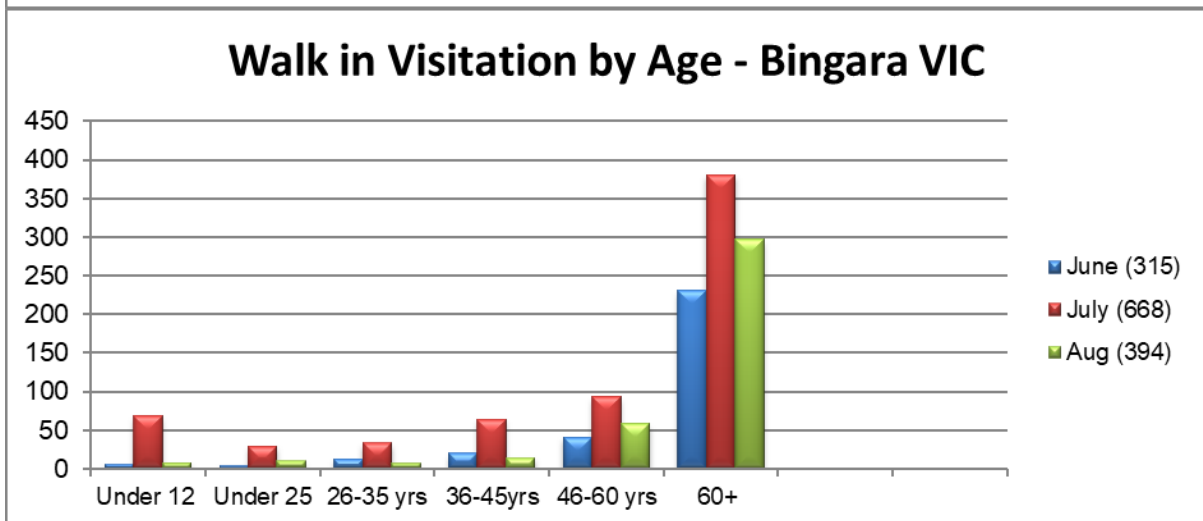
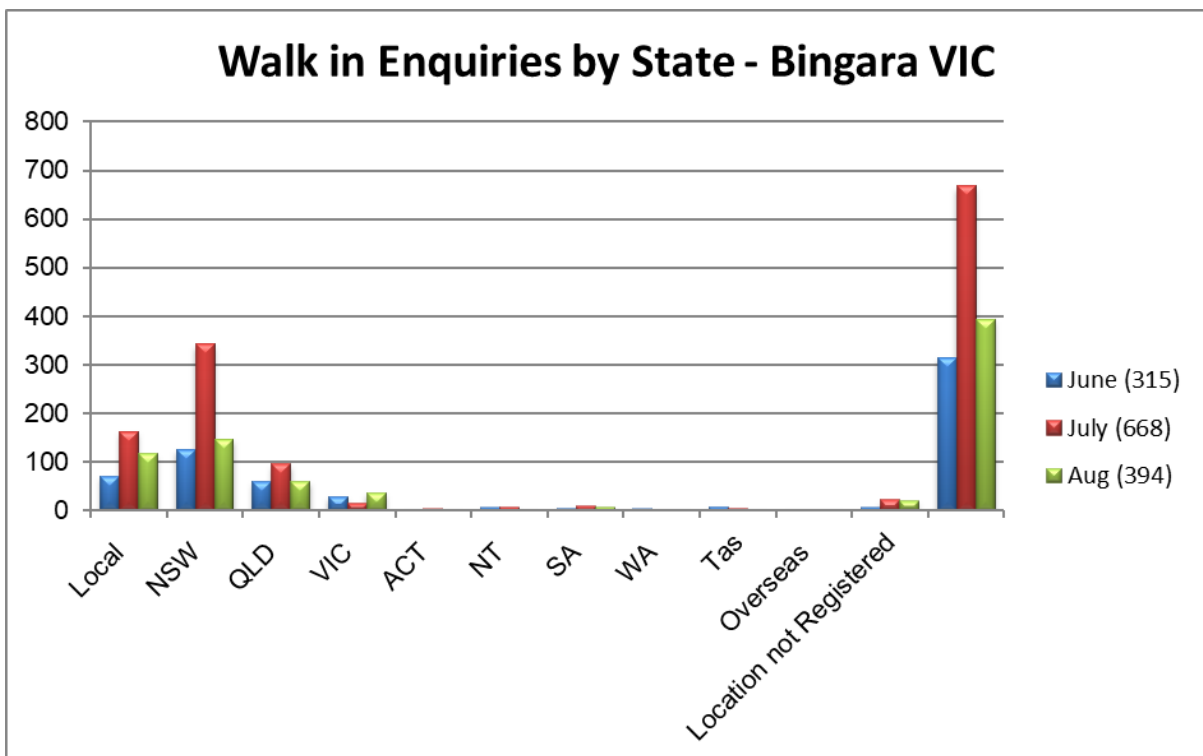
**The Living Classroom** – Income of \$2661.00 was achieved through meetings, workshops, private function hire and bunkhouse accommodation. The venue continues to be extremely popular with bookings having been received for corporate, not for profit and private functions continuing through to 2026.

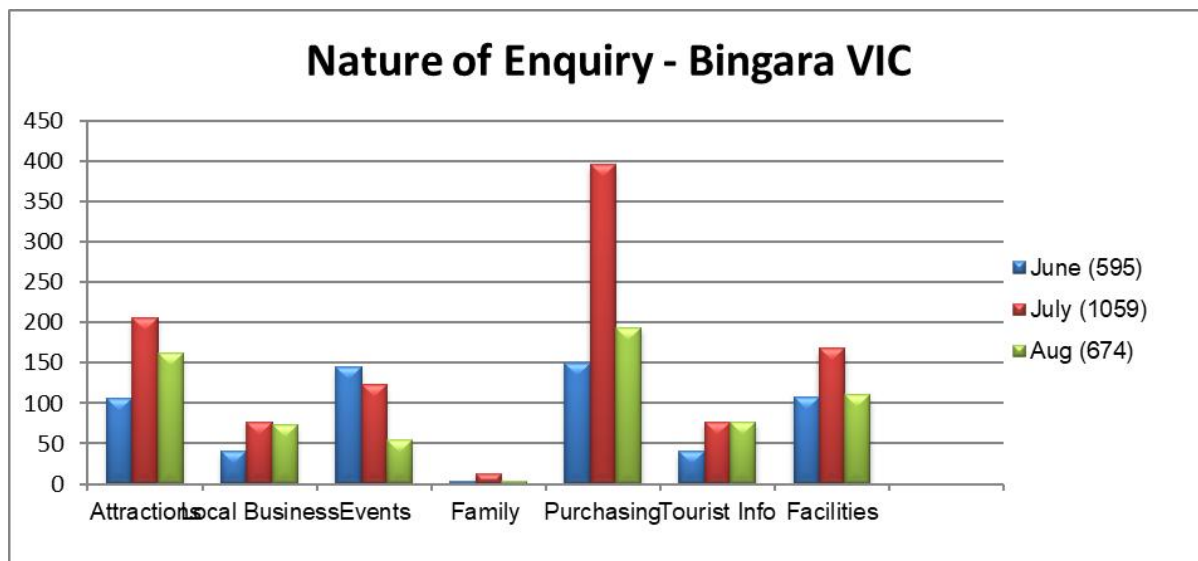
**Roxy Theatre & Other Venues:**

- Council staff assisted the organising group with ticking and booking site set up. Unleash the Gwydir Black Dog Ball.
- Council staff provided the booking infrastructure for Little Red In the Hood that was held at the Warialda Town Hall.
- Council staff assisted the Country Education Foundation through the provision of ticketing and assistance with set up for their FABBA Fundraiser

**Camping Donations:**

Donations have been collected by Council Rangers and from individuals receipted by the VIC: The total Honesty box donations totalled \$ 503.50





*Bingara Visitor Information Centre - September*

July 2024	August 2024	September 2024
Opening Hrs. = 167	Opening Hrs. = 176.5	Opening Hrs. = 164.75
Volunteer Hrs. = 24	Volunteer Hrs. = 33.5	Volunteer Hrs. = 28.25

Income – Bingara VIC	\$ July	\$ August	\$ September
Products on Consignment	\$ 00.00	\$ 00.00	\$ 00.00
Merchandise	\$ 1,028.20	\$ 832.60	\$1,033.90
<b>Subtotal</b>	\$ 1,028.20	\$ 832.60	\$1,033.90
Less payments to consignees	\$ 00.00	\$ 00.00	\$ 00.00
<b>Total Merchandise sales</b>	\$ 1,028.20	\$ 832.60	\$1,033.90
VIC Commission received on Event bookings undertaking on behalf of Community Groups – sub total	\$ 00.00	\$ 00.00	\$ 00.00
<b>Total Monthly Income Bingara VIC</b>	\$ 1,028.20	\$ 832.60	\$1,033.90
Roxy Tour Income	\$ 530.00	\$ 240.00	\$ 350.00
<b>Visitors at Bingara VIC</b>	<b>668</b>		<b>1010</b>

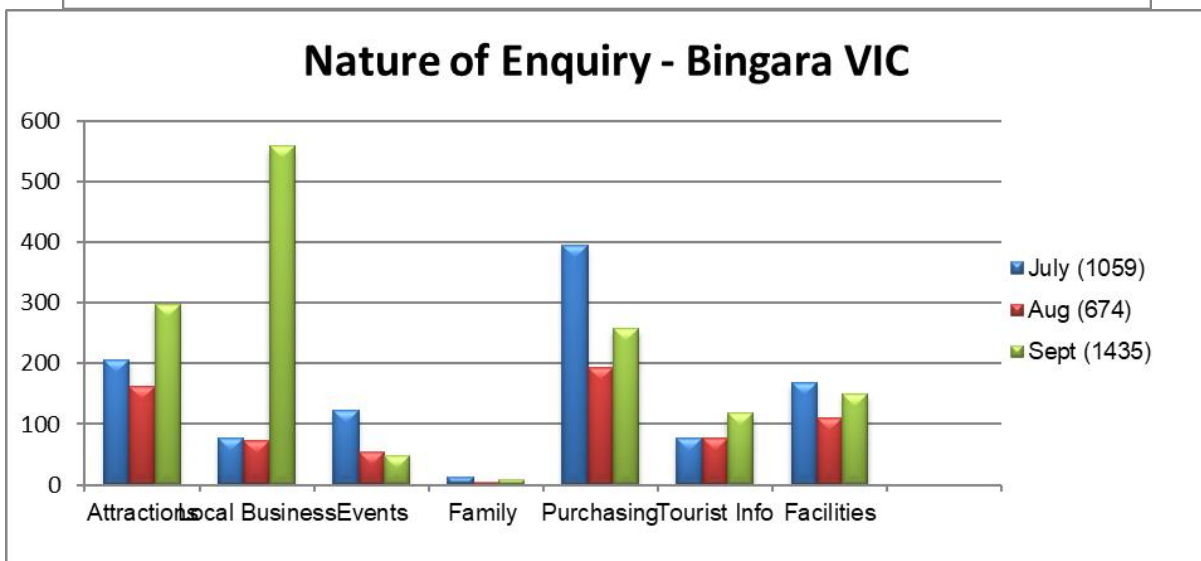
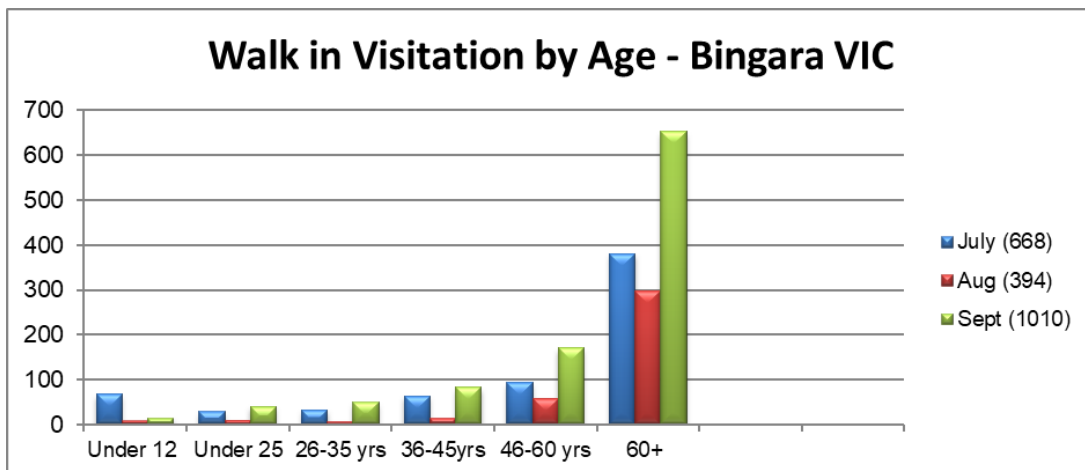
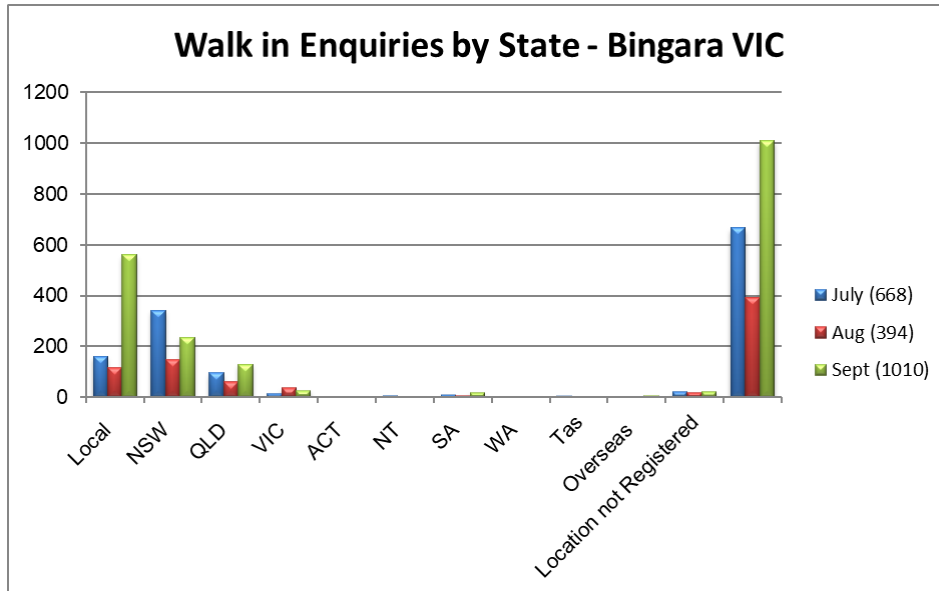
**Tourism General – September 2024**

*Visitation Numbers* - Numbers were up on previous months – this was due in part to the VIC being the pre-poll venue as well as the warmer weather conditions. Pre-poll days average was approximately 95 walk-ins both voters and visitors per day.

*Merchandise Sales Income* – This were up on the previous month again due to the pre-poll venue. Several locals who never come into the VIC but came to pre-poll

purchased assorted items merchandise commenting “we didn’t know you stocked any of this stuff”.

*Roxy Tour Income* – There was a total of 35 people.



**CUSTOMER SERVICE REQUESTS (CRMs)**

CRMs carried forward:

<b>Department</b>	<b>Outstanding as of 25 August 2024</b>	<b>Completed since 25 August 2024</b>	<b>Outstanding as of 24 September 2024</b>
Technical Services	29	21	8
Environment and Sustainability	16	12	4
Town Utilities	11	11	0
Urban Infrastructure	0	0	0
Building Services	16	8	8
<b>Total Outstanding</b>	<b>72</b>	<b>52</b>	<b>20</b>

CRM's – 25 August to 24 September 2024:

<b>Department</b>	<b>Outstanding as of 25 August 2024</b>	<b>Completed since 25 August 2024</b>	<b>Outstanding as of 24 September 2024</b>
Technical Services	29	21	8
Environment and Sustainability	16	12	4
Town Utilities	11	11	0
Urban Infrastructure	0	0	0
Building Services	16	8	8
<b>Total Outstanding</b>	<b>72</b>	<b>52</b>	<b>20</b>

CRM's – 25 August to 24 September 2024

<b>Department</b>	<b>Received 25 Aug to 24 Sept 2024</b>	<b>Completed 25 Aug to 24 Sept 2024</b>	<b>Outstanding as of 25 Sept 2024</b>
Technical Services	20	2	18
Environment and Sustainability	32	24	8

Town Utilities	17	12	5
Urban Infrastructure	26	21	5
Building Services	6	0	6
Executive & Community Assets	3	1	2
Organisation and Community Services	0	0	0
<b>Totals</b>	<b>104</b>	<b>60</b>	<b>44</b>

CRMs received since 25 August and still outstanding as of 24 September 2024:

<b>Department</b>	<b>Open</b>
Technical Services	26
Environment and Sustainability	12
Town Utilities	5
Urban Infrastructure	5
Building Services	14
Executive and Community Assets	2
Organisation and Community Services	0
<b>Total</b>	<b>64</b>

## **CONSULTATION**

Consultation has occurred within the Organisation and Community Development Directorate.

## **POLICY IMPLICATIONS**

Policy implications are those relating to the 2024/2025 Operational Plan and the Policies of Gwydir Shire Council.

## **FINANCIAL IMPLICATIONS**

The activities carried out by the Organisation and Community Services Department are in line with the 2024/2025 Operational Plan.

## **STRATEGIC IMPLICATIONS**

The activities undertaken by the Organisation and Community Services Department regarding social and environmental factors are targeted in line with the 2024/2025 Operational Plan.

**OFFICER RECOMMENDATION**

**THAT** the report be received.

**ATTACHMENTS**

1. IP and R July August September 2024 Monthly Action Progres [6.1.1 - 36 pages]

**COMMITTEE RECOMMENDATION TO COUNCIL:**

**THAT** the report be received.

**(Moved Cr Marilyn Dixon OAM, Seconded Cr Scot Crispin)**

**CARRIED**

**For: Cr Adrian Willmot, Cr John Bishton, Cr Michael Collins, Cr Rachel Sherman, Cr Scot Crispin, Cr Marilyn Dixon OAM, Cr Sarah Crump and Leeah Daley**

**Against: Nil**



## Monthly Action Progress Report July, August, September 2024/2025








**Goal 1: A healthy and cohesive community**

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




**1.1: We have healthy and inviting spaces and places**

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


**1.1.2: Encourage and enable healthy lifestyle choices**

Action Code	Action Name	Responsible Position	Status	Progress	Comments	Traffic Lights
1.1.1.2	Support Gwydir Shire's health initiatives	Community Assets Manager	In Progress	15%	September - Council continually supports the Warialda and Bingara practices by providing medical centres and accommodation for locums and registrars.	
1.1.2.1	Oversee the operation of Council's Aquatic Centres	Community Assets Manager	In Progress	15%	September - Both swimming complexes have been leased. Season commences 5 October 2024.	
1.1.2.2	Annual swimming pool inspection program	Building Services Manager	Not Started	0%	July - To be scheduled for completion on second half of financial year.	




In  Progress  Complete  Deferred  Not Updated  Not Started

Action Code	Action Name	Responsible Position	Status	Progress	Comments	Traffic Lights
1.1.2.3	Conduct Council's Category B Enforcement agency functions under the Food Act 2003 (NSW) by the specified due dates	Planning & Environment Team Leader	In Progress	90%		
1.1.2.4	Implement a strong Wellness and Enablement plan within the Gwydir Shire Council through the CHSP program	Manager of Aged Care	In Progress	10%	July - Discussed with CHSP staff further programs to offer. Recent promotion of services in Warialda and Bingara through the Gwydir Shire Facebook page to inform the community of what CHSP can offer. August - This is ongoing working with CHSP staff and the new CHSP manual. Looking at different activities including exercise classes and art classes. September - Continue to meet with CHSP staff regularly. This is now core business with CHSP services.	
1.1.2.7	Warialda Memorial Swimming Pool Improvements - Local Roads and Community Infrastructure Program Phase 3 (LRCl)	GLR & Communications Team Leader	Not Updated	0%		





**1.1.3: Provide the right places, spaces and activities**

Action Code	Action Name	Responsible Position	Status	Progress	Comments	Traffic Lights
1.1.3.1	Big River Dreaming - Finalise the construction of the Wellness and Interpretive Centre	General Manager	In Progress	50%		





In  Progress  Complete  Deferred  Not Updated  Not Started

Action Code	Action Name	Responsible Position	Status	Progress	Comments	Traffic Lights
1.1.3.2	Be a centre of leadership in child development, education and care as well as support for families and community	Social Services Manager	In Progress	35%	September - Interest has been shown from "Little Kindy" in providing LDC in Warialda and Bingara. Steps have been taken to facilitate a meeting with Warialda Preschool to determine their willingness to participate in this possibility. DA for LDC to be facilitated by Tharawonga at the Toy libraries has been submitted and will be used to apply for licensing of this service as a LDC(mobile) in both Warialda and Bingara.	
1.1.3.3	Annual Tree Planting Program	Leading Hand Maintenance	In Progress	50%		
1.1.3.6	Build our reputation as 'best choice' for families, children and young people to discover their abilities and reach their potential in life	Social Services Manager	In Progress	30%	September - The children have been active and involved participants in physical play through child instigated and planned learning opportunities. The children have been engaged in learning experiences that are further promoting their fine motor skills, The children are focusing on recognition of numbers as they roll the jumbo dice at the transitional learning time. This experience is providing opportunities for the educators to promote scaffolding in learning to recognise numbers.	

In  Progress  Complete  Deferred  Not Updated  Not Started





Action Code	Action Name	Responsible Position	Status	Progress	Comments	Traffic Lights
1.1.3.7	Enhance the overall Resident experience at Naroo Frail Aged Hostel by embedding an active Leisure and Lifestyle program with residents focusing on wellness	Manager of Aged Care	In Progress	75%	July - We are currently recruiting to this position. August - Continues. Residents will be surveyed in October. New staff are in the Leisure and Lifestyle role and doing an amazing job. September - New Leisure and Lifestyle coordinator is doing an amazing job and residents' satisfaction has increased	
1.1.3.8	Hope Street Warialda CBD Park Construction - Local Roads and Community Infrastructure Program Phase 3 (LRCI)	Engineering Services Director	In Progress	90%	July - All road and drainage works complete. Stage two to commence following further community consultation	
1.1.3.9	Landscaping Improvements - Warialda Street Tree Upgrade - Local Roads and Community Infrastructure Program Phase 3 (LRCI)	Engineering Assets Coordinator	In Progress	30%	July - Works still in design stage. September - Project still in design stage.	
1.1.3.11	Progress Gwydir Shire Council Disability Action plan with committee.	Integrated Planning Reporting & Governance Officer	In Progress	30%		

In  Progress  Complete  Deferred  Not Updated  Not Started

Action Code	Action Name	Responsible Position	Status	Progress	Comments	Traffic Lights
1.1.3.12	Provide exceptional care, embracing authentic partnerships with families and ensuring the 'voice of the child' is central to our service processes.	Social Services Manager	In Progress	45%	September - Our educators have incorporated reading large story books as a part of the language and story group time learning. This experience provides opportunities for the children to take turns at being confident and involved learners by helping the educator to hold one part of the story book as these were being read. Tharawonga fundraising committee has worked hard to raise over \$5000 this year to purchase equipment for the service. The luncheon that was held in North Star was very well attended and the raffle was exceptionally well supported. Our families are an integral part of our children's services.	
1.1.3.13	Provide high levels of hygiene to councils community assets and facilities	Community Assets Manager	In Progress	15%	September - Council buildings continue to be presented in a neat and clean manner.	
1.1.3.14	State Drought Stimulus Package - CBD Improvements - Warialda footpath upgrades	Engineering Assets Coordinator	Completed	100%	July - Project is complete.	
1.1.3.15	COVID-19 Economic Stimulus Package - Phase 1 - Batterham Lookout Makeover	Town Utilities and Plant Manager	In Progress	85%	August - Installation of panoramic signage required to complete the project.	

In  Progress  Complete  Deferred  Not Updated  Not Started




Action Code	Action Name	Responsible Position	Status	Progress	Comments	Traffic Lights
1.1.3.18	Warialda Footpath Program - Local Roads and Community Infrastructure Program Phase 3 (LRCI) - Construction/replacement of non-compliant cycle/walking paths	Engineering Services Director	Completed	0%	July - Project complete	
1.1.3.20	Implement Council's library programs and initiatives	Community Assets Manager	In Progress	15%	September - Council's libraries continue to deliver a multitude of services and programs, please refer to the Executive Services Libraries Report.	
1.1.3.22	Warialda GYM (Squash Courts) - Re-roofing of lower roof	Building Services Manager	Not Started	0%	July - Quotations to be revised for current pricing.	
1.1.3.23	Bingara Arts Centre (Toy Library) - Painting & R&M	Building Services Manager	Not Started	0%	July - Quotations to be revised for current pricing. August - Contractor to be scheduled for inspection and quoting on floor coverings. September - Quotation received and order placed for floor coverings.	

In  Progress  Complete  Deferred  Not Updated  Not Started



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

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

**1.2.1: Enable accessible and affordable lifestyle options**


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

**1.2.2: A shared responsibility for community safety**

Action Code	Action Name	Responsible Position	Status	Progress	Comments	Traffic Lights
1.2.2.1	Comply with and report on Councils Companion Animal Management requirements	Planning & Environment Team Leader	In Progress	90%		
1.2.2.2	Implement Child Safe Standards as per legislative requirements	Integrated Planning Reporting & Governance Officer	In Progress	95%	August - Rollout of training is in progress	

In  Progress  Complete  Deferred  Not Updated  Not Started

1.2.3: Celebrate our creativity and cultural expression

Action Code	Action Name	Responsible Position	Status	Progress	Comments	Traffic Lights
1.2.3.1	Roll out the planned schedule of events reviewing the concept, target audience and success of each event	Media and Communications Officer	Not Updated	0%		

In  Progress  Complete  Deferred  Not Updated  Not Started

**Goal 2: Building the business base**

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







**2.1: Our economy is growing and supported**

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

**2.1.1: Plan for and develop the right assets and infrastructure**

Action Code	Action Name	Responsible Position	Status	Progress	Comments	Traffic Lights
2.1.1.2	Annual water meter replacement program	Town Utilities and Plant Manager	In Progress	10%	July - Each year Council aims to replace 100 water meters. Council has over 1600 water meters in the Shire and recommended replacement timing is 15 years. It is crucial water meter replacement program is undertaken as the water meter tracking usage generates 50% of council water revenue. August - Meter reading first 2 weeks of September will identify meters for replacement	
2.1.1.3	Annual Pump replacement program	Town Utilities and Plant Manager	In Progress	75%		
2.1.1.6	2024/2025 Building Services Repairs and Maintenance Program	Building Maintenance Supervisor	Not Updated	0%		
2.1.1.7	December 2020 Flood Disaster works program	Engineering Assets Coordinator	In Progress	95%	July - Work is nearly finalised for this project. September - Works almost completed.	

In Progress Complete Deferred Not Updated Not Started






Action Code	Action Name	Responsible Position	Status	Progress	Comments	Traffic Lights
2.1.1.10	North Star Hall Improvements - Restumping - Local Roads and Community Infrastructure Program Phase 3 (LRCl)	Building Services Manager	In Progress	10%	July - Still awaiting on committee to provide contractors for quotations to be sought. August - No further progress at this stage September - RFQ closed, and 1 quotation received. Report to be done to GM.	
2.1.1.14	November 2021 Flood Disaster works program	Engineering Assets Coordinator	In Progress	45%	July - Works currently underway for this project. September - Works in progress.	
2.1.1.15	Provide accommodation options to our community and visitors	Community Assets Manager	In Progress	15%	September - All three caravan parks are leased. All of the aged units except one is occupied, Building Services have inspected the vacant unit and will undertake repairs before advertising for a new tenant. 8 Olive Pyrke Terrace, Warialda is on the market for sale and is vacant, Council is seeking tenants for this property. During the reporting period all of Council's houses and commercial premises are leased.	
2.1.1.16	Annual Renewals Program - Sewer mains relining/replacement	Town Utilities and Plant Manager	In Progress	5%	August - Quotes obtained for sewer manhole relining	
2.1.1.16	Bingara Court House - Re-Roofing	Building Services Manager	Not Started	0%	July - Quotations to be revised for current pricing. August - No further progress at this stage September - No further progress at this stage.	
2.1.1.16	Plunkett Street Aged Units - Refurbishment	Building Services Manager	Not Started	0%	July - Awaiting opportunity for refurbishment to be undertaken due to full time occupation of units. August - Awaiting opportunity for refurbishment to be undertaken due to full time occupation of units. September - No further action at this stage.	

In  Progress  Complete  Deferred  Not Updated  Not Started







Action Code	Action Name	Responsible Position	Status	Progress	Comments	Traffic Lights
2.1.1.16	Warialda Memorial Hall - Investigation, underpinning & repairs	Building Services Manager	In Progress	10%	July - Site investigation carried out by Mainmark. PO issued. Work to be scheduled by Mainmark. August - PO Issued. Awaiting confirmation of a commencement date. September - Commencement date scheduled for October.	
2.1.1.16	Warialda Office - Kitchen & Courtyard Refurbishment	Building Services Manager	In Progress	10%	July - Hi-Style Kitchens contacted for site visit and quotation August - Hi-Style has provided kitchen designs. Once design has been confirmed we will place order for kitchen. September - Appliances ordered & order for kitchen placed.	
2.1.1.17	Annual Heavey Plant Replacement Program	Town Utilities and Plant Manager	In Progress	40%	August - August 2024 - Caterpillar 150M Grader has been purchased from Westrac.	
2.1.1.18	Annual Light Plant Replacement Program	Town Utilities and Plant Manager	In Progress	5%	July - Light Plant replacement program has been developed considering the age and number of kilometres the vehicles have travelled. August - RFQ for utilities replacement has been sent out and closed 27th August. Quotations to be assessed and vehicles ordered.	
2.1.1.23	Town Streets - kerb replacement and pavement enhancement program	Leading Hand Maintenance	In Progress	10%		
2.1.1.25	Resheeting and bitumen sealing of entire length of Wearnes Road, Bundarra	Engineering Services Director	In Progress	70%	July - All roadworks completed. Council is currently in negotiations with contractors to bring drainage works in line with remaining budget	

In Progress Complete Deferred Not Updated Not Started

Action Code	Action Name	Responsible Position	Status	Progress	Comments	Traffic Lights
2.1.1.32	Heavy Vehicle Safety & Productivity Program Round 7 and Fixing Local Roads Program Sealing of IB Bore Road from North Star to Moree Plains Shire	Engineering Services Director	In Progress	70%	July - Works progressing well. Practical completion on track for 30 September	
2.1.1.34	Develop 10 year stormwater plan	Road Maintenance Council Contracts Project Manager	In Progress	90%		
2.1.1.36	Deliver RMCC annual works program	Road Maintenance Council Contracts Project Manager	In Progress	5%	July - Ongoing each year. Maintenance Program on track, Heavy Patching works scoped out, Work Proposals currently being created for Rehabilitation Project and Heavy Patching, R2 Prequalification being prepared for submission by 9th August 2024.	
2.1.1.38	March 2021 Flood disaster works program	Engineering Assets Coordinator	In Progress	90%	July - Works currently underway. September - Works currently underway.	
2.1.1.39	Bingara Administration Centre - Furniture & Furnishings (including blinds)	Building Services Manager	Not Started	0%	July - Quotations to be sought once construction commences on Bingara Administration Building. August - No further progress at this stage September - No further progress at this stage. Waiting until new building underway.	

In  Progress  Complete  Deferred  Not Updated  Not Started

Action Code	Action Name	Responsible Position	Status	Progress	Comments	Traffic Lights
2.1.1.40	Croppa Creek Road Upgrade Super Patch of entire length of road with 50mm nominal corrector and new bitumen seal	Engineering Services Director	In Progress	0%	July - Pre construction planning underway, following rejection of road construction tenders related to this projects. Council is presently in negotiations with tenderers for the construction of drainage structures. Roadworks expected to commence prior to 30 September.	
2.1.1.41	Regional Emergency Road Repair Fund Assorted maintenance and capital renewal activities across the shire	Engineering Services Director	In Progress	20%	July - Intensive maintenance undertaken on Blue Nobby Road and Yallaroi Road through August. Works priorities to be endorsed by Council at August ordinary meeting to inform future works	
2.1.1.42	Federal Government - Roads of Strategic Importance Program - Sealing of 12.3km of County Boundary Road from end of existing seal to Croppa Moree Road.	Engineering Services Director	In Progress	60%	July - All drainage works completed and 50% of roadworks completed. Project is on track to be completed by May 2025	
2.1.1.43	Sealed Rural Roads Capital Works Program Heavy patching and bitumen resealing of sealed roads at various locations across the LGA	Engineering Services Director	Deferred	0%	July - Works priorities to be endorsed by Council at August ordinary meeting. Construction not started	


In  Progress  Complete  Deferred  Not Updated  Not Started

Action Code	Action Name	Responsible Position	Status	Progress	Comments	Traffic Lights
2.1.1.44	Road Infrastructure Disaster Recovery - Events AGRN960, 987, 1034 Heavy patching, pothole repairs, gravel resheeting and drainage structure replacements across the LGA	Engineering Assets Coordinator	In Progress	30%	July - Works currently in progress on AGRN960 and AGRN 987. Awaiting approval from TfNSW for AGRN1034 EPAR claims. Consultants are currently preparing a claim for damages for AGRN1119 from April 2024. September - Awaiting approvals from TfNSW for claims placed for AGRN 1034. Consultants are currently preparing a claim for damage from the AGRN 1119 event in April 2024.	
2.1.1.45	Resheeting of gravel roads at various location across the LGA Unsealed Roads Capital Works Program	Engineering Services Director	In Progress	0%	July - Works priorities to be endorsed by Council at August ordinary meeting. Construction not started	
2.1.1.46	Heavy patching and bitumen resealing of streets in Warialda and Bingara Urban Roads Rehabilitation -local Roads and Community Infrastructure Phase 4 Part B	Engineering Assets Coordinator	In Progress	10%	July - Project currently in design phase. September - Competing priorities have delayed the start of heavy patching works, Works planned to be completed in March 2025.	



**2.1.2: Support the growth of our business community**

Action Code	Action Name	Responsible Position	Status	Progress	Comments	Traffic Lights
2.1.2.1	Develop links and implement programs to improve the local economy	Community Assets Manager	In Progress	15%	September - A business incentive of \$2000 was granted during the reporting period.	

In Progress Complete Deferred Not Updated Not Started

Action Code	Action Name	Responsible Position	Status	Progress	Comments	Traffic Lights
2.1.2.3	Finalise the strategy for small scale industrial land development.	General Manager	In Progress	70%		

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

Action Code	Action Name	Responsible Position	Status	Progress	Comments	Traffic Lights
2.1.3.1	Build on key relationships with stakeholders to enhance the Gwydir Shire tourism profile	Organisation & Community Services Director	In Progress	15%		
2.1.3.2	Assist in the creation of an environment in which a sustainable level of population and economic growth can occur to benefit local business and tourism	Integrated Planning Reporting & Governance Officer	In Progress	35%		


In  Progress  Complete  Deferred  Not Updated  Not Started




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

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

**2.2.1: Increase the range of opportunities to work locally**

Action Code	Action Name	Responsible Position	Status	Progress	Comments	Traffic Lights
2.2.1.1	Continue to be proactive in attracting skilled staff, especially Registered Nurses into the Aged Care sector and work towards 24-hour Registered Nurses on site at Naroo Frail Aged Hostel	Integrated Planning Reporting & Governance Officer	In Progress	80%	August - Labour Agreement process is underway. Staff are working with The Placing Company to coordinate this project September - Waiting on MOU from Union prior to submitting labour agreement.	

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

Action Code	Action Name	Responsible Position	Status	Progress	Comments	Traffic Lights
2.2.2.1	Implement and manage the Gwydir Learning Region program	Community Assets Manager	In Progress	15%		

In  Progress  Complete  Deferred  Not Updated  Not Started

### Goal 3: An environmentally responsible Shire

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

#### 3.1: Our community understands and embraces environmental change

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


##### 3.1.1: Encourage respectful planning, balanced growth and good design

Action Code	Action Name	Responsible Position	Status	Progress	Comments	Traffic Lights
3.1.1.1	Implement Development Control Plan based on the Department of Planning NSW standard format including report to Council and Community Consultation	Planning Officer	In Progress	50%	July - DCP has been drafted and is now undergo an internal peer review	
3.1.1.2	Local Environment Plan review to be completed and implemented	Planning Officer	In Progress	95%	July - First stage of LEP review has received a Gateway Determination. Next stages of process is to place the Draft LEP on exhibition for comment.	
3.1.1.3	Conduct/Monitor/Review Gwydir Shire Housing Study	Planning Officer	Not Updated	0%		




##### 3.1.2: Respond to our changing environment

Action Code	Action Name	Responsible Position	Status	Progress	Comments	Traffic Lights
3.1.2.1	Annual Telemetry & Technology upgrades	Town Utilities and Plant Manager	In Progress	10%	August - Previous comment was for 2023/24 period. Quotations obtained for system redundancy upgrade.	

In Progress Complete Deferred Not Updated Not Started

Action Code	Action Name	Responsible Position	Status	Progress	Comments	Traffic Lights
3.1.2.2	Implement Gwydir and Inverell Shire's Regional Drought Resilience Plan	Planning & Environment Team Leader	Not Updated	0%		


**3.1.3: Value, protect and enhance our natural environment**

Action Code	Action Name	Responsible Position	Status	Progress	Comments	Traffic Lights
3.1.3.1	North West Weed Action Program -Gwydir Shire	Planning & Environment Team Leader	In Progress	90%		
3.1.3.2	Gwydir River Foreshore - Management Action Plan	Planning & Environment Team Leader	In Progress	90%		
3.2.2.1	Annual Water Main Replacement Program	Town Utilities and Plant Manager	Not Started	0%		

**3.2: We use & manage our natural resources wisely**



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

**3.2.1: Develop a clean energy future**


Action Code	Action Name	Responsible Position	Status	Progress	Comments	Traffic Lights
3.2.1.1	Audit Streetlighting coverage across the local networks throughout the Shire	Planning & Environment Team Leader	Not Updated	0%		

In  Progress  Complete  Deferred  Not Updated  Not Started

3.2.2: Use our water wisely

Action Code	Action Name	Responsible Position	Status	Progress	Comments	Traffic Lights
3.2.2.3	Water treatment plant improvements	Town Utilities and Plant Manager	In Progress	5%	August - Council is participating in operational support program with DPIE. This program will identify treatment process options for removing soluble manganese from the water supply. DPIE will be onsite 3rd September 2024.	
3.2.2.4	Gravesend Water Treatment Plant - Stage 2 - Department of Primary Industries and Environment (DPIE)	Town Utilities and Plant Manager	In Progress	20%	August - Options development report is under review by DPIE when a water treatment process is selected, tender documents can be prepared.	

3.2.3: Reduce, reuse and recover waste

Action Code	Action Name	Responsible Position	Status	Progress	Comments	Traffic Lights
3.2.3.1	Implement Gwydir Shire Council's Waste Management Strategy	Planning & Environment Team Leader	In Progress	90%		

In  Progress  Complete  Deferred  Not Updated  Not Started


**Goal 4: Proactive regional and local leadership**

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


**4.1: We are an engaged & connected community**

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


**4.1.1: Encourage an informed community**

Action Code	Action Name	Responsible Position	Status	Progress	Comments	Progress Key
4.1.1.1	Provide effective communication initiatives to service the community	Media and Communications Officer	Not Updated	0%		


**4.1.2: Enable broad, rich and meaningful engagement to occur**

Action Code	Action Name	Responsible Position	Status	Progress	Comments	Progress Key
4.1.2.1	Consistently engage with communities, moving from transactional to transformational relationships	Integrated Planning Reporting & Governance Officer	In Progress	65%	August - Ongoing process of building strong and open relationships with community through engagement. The use of both S355 and other community organisations assists with this relationship building. September - Working with various committees to assist council with community consultation in the lead up to the next suite of IP&R documents.	

In  Progress  Complete  Deferred  Not Updated  Not Started



Action Code	Action Name	Responsible Position	Status	Progress	Comments	Progress Key
4.1.2.2	Conduct a review of the effectiveness of communication channels use throughout Gwydir Shire to the wider community. And identify improvements on how Gwydir Shire communicate events and happenings within the community	Media and Communications Officer	Not Updated	0%		

**4.1.3: Build on our sense of community**

Action Code	Action Name	Responsible Position	Status	Progress	Comments	Progress Key
4.1.3.2	Grow relationships with governments, the corporate sector, community organisations and volunteers to enhance the educational experience	Social Services Manager	In Progress	40%	September - Meetings with Little Kindy have been held and further meetings have been organised to discuss the possibility of LDC being provided through Warialda Preschool. DCJ continue to support our youth and Family services with the TEI recommissioning being set to take place in 2025 with the possibility of additional funding for our services.	

In  Progress  Complete  Deferred  Not Updated  Not Started




Action Code	Action Name	Responsible Position	Status	Progress	Comments	Progress Key
4.1.3.3	Value and embrace the knowledge and experience of our families as they grow through our services	Social Services Manager	In Progress	50%	September - Orientation to Preschool - Toy Library families went for a visit to the Preschool for the morning, it was invaluable for the children and parents to see a snippet of what a preschool day looks like. The preschool staff involved the children in many different activities during the two-hour visit. The Orientation visits assist the children and their families to become familiar with the Bingara Preschool routine and the environment. It is such a meaningful way for the children and their families to learn more about the service, the routine, our celebrations and the curriculum.	
4.1.3.4	Enhance the value of hope, achievement and aspiration for our young people, children and their families	Social Services Manager	In Progress	30%	September - Rural Outreach & Support Service visited the services. Families were offered a casual catch up chat first before a talk about building resilience in children. Playgroup sessions continue to revolve around building physical, emotional, social, cognitive and language skills. Bingara Preschool welcomed the Occupational Therapist from the Hunter New England Health Service, to conduct the 4-year-old health and development screenings. These screenings check the children's cognitive, fine motor, gross motor and language skills. This screening also checks each child's body mass index, teeth, height and weight. Each family receives a letter home which outlines the children's results during the screenings. The Occupational Therapist also communicates with the family, if their child requires a referral to another service, for example to a speech pathologist.	

In  Progress  Complete  Deferred  Not Updated  Not Started



**4.2: We work together to achieve our goals**

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


**4.2.1: Build strong relationships and shared responsibilities**

Action Code	Action Name	Responsible Position	Status	Progress	Comments	Progress Key
4.2.1.1	Review and manage programs and initiatives to connect with, and value other cultures	Community Assets Manager	In Progress	15%	September - Council continues its positive collaboration with Friends of Myall Creek Massacre Memorial Committee. During Term 3 the libraries will deliver a multi cultural program.	

**4.2.2: Work in partnership to plan for the future**

Action Code	Action Name	Responsible Position	Status	Progress	Comments	Progress Key
4.2.2.1	Acquire, disseminate and apply new knowledge to grow evidence informed practice	Social Services Manager	In Progress	40%	September - Our educators are progressing through their studies, with two staff enrolled in the Diploma of Childrens services and two staff enrolled in their Bachelor of Education - Early Childhood. All of the educators are learning new skills and providing feedback to other staff in relation to changing techniques in the early childhood field	
4.2.2.2	Create comprehensive and collaborative models of care and support services that drive successful, responsive and individualised outcomes for families	Social Services Manager	In Progress	40%	September - The Benevolent Society has partnered with our Targeted Early Intervention services to provide a free service supporting children, young people, and families with life challenges including parenting challenges, financial challenges, substance abuse, family dynamics and breakdown, housing issues, mental health concerns, domestic and family violence.	

In  Progress  Complete  Deferred  Not Updated  Not Started

Action Code	Action Name	Responsible Position	Status	Progress	Comments	Progress Key
4.2.2.3	Implement emerging technologies and best practice processes to improve efficiency	Social Services Manager	In Progress	50%	September - Bingara Preschool was successful in gaining a technology grant to implement enrolment software for families and to purchase a new IPAD.	

In  Progress  Complete  Deferred  Not Updated  Not Started



**Goal 5: Organisational management**

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




**5.1: Corporate management**

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


**5.1.1: Financial management and accountability systems**

Action Code	Action Name	Responsible Position	Status	Progress	Comments	Traffic Lights
5.1.1.1	Complete all legislative reporting requirements for Community Home Support Program (CHSP)	Manager of Aged Care	In Progress	30%	July - Report is due August 2024. The wellness and reablement reported was submitted within time frame. August - Report completed	
5.1.1.2	Complete all legislative reporting requirements for NSW Transport (CHSP)	Manager of Aged Care	Completed	100%	July - KPI report is due August 31st 2024 August - Report has been completed and submitted September - Completed - awaiting audit report to be sent with Financial report	

In  Progress  Complete  Deferred  Not Updated  Not Started

Action Code	Action Name	Responsible Position	Status	Progress	Comments	Traffic Lights
5.1.1.3	Complete all Naroo Aged Care Prudential reporting and Quality Indicator reporting within the set timeframes	Manager of Aged Care	In Progress	60%	<p>July - Quality Indicator report submitted. RN minutes report is submitted monthly to Department. Quarterly financial report due 4th August 2024 and is currently in progress and will be submitted within timeframe. Prudential reporting and requirements are due October 2024.</p> <p>August - Next Quality Indicator report is due in October. All prudential reports are also due in October. Template for financial report has been emailed to finance. Aged Care Manager working on other components of reporting requirements.</p> <p>September - Quality Indicator reports are submitted by due date. Next due 21st October. Prudential reporting due 31st October. Letters will be sent to Residents when Auditors report available. ACM has completed part of the financial report. Finance are working on the rest of the report.</p>	
5.1.1.4	Complete the works for the Aged Care Approvals Round grant monies as per the grant agreement	Manager of Aged Care	In Progress	30%	<p>July - The grant amount is now 1520000,00. Builder has commenced work at Naroo.</p> <p>August - Building works have commenced</p> <p>September - Grant was increased to 1.52 million. Work has commenced with builder. Project is being managed by Constructive Dialogue</p>	
5.1.1.14	Review policies and procedures associated with contracts and procurement in line with LG Procurement regulations, including staff training.	Chief Financial Officer	In Progress	30%		


In  Progress  Complete  Deferred  Not Updated  Not Started

Action Code	Action Name	Responsible Position	Status	Progress	Comments	Traffic Lights
5.1.1.15	Review and maintain existing corporate accounting practices within the organisation to ensure regulatory compliance and promote responsible financial management.	Chief Financial Officer	Not Updated	0%		



In  Progress  Complete  Deferred  Not Updated  Not Started



5.1.2: Information management systems



Action Code	Action Name	Responsible Position	Status	Progress	Comments	Traffic Lights
5.1.2.1	Administer and support Council corporate applications, networks and systems.	Business Improvement & IT Manager	In Progress	30%	<p>July - In June, the helpdesk received 281 tickets and resolved 259 of them. The median first reply time was 168 minutes, and the median full resolution time was 7.2 hours. Additionally, the IT team swiftly recovered from the global CrowdStrike issue. Despite the issue occurring late on a Friday afternoon, most of the problems were fixed by Friday night, with everything fully resolved by Monday morning.</p> <p>August - In July, the helpdesk received 290 tickets and resolved 294. The median first reply time was 1044 minutes, and the median full resolution time was 23.9 hours.</p> <p>September - In July, the helpdesk received 246 tickets and resolved 244. The median first reply time was 965 minutes, and the median full resolution time was 15 hours.</p> <p>The servers are currently in the process of being upgraded. This should increase the speeds for our staff, increase storage, and enhance our ability to recover in the event of downtime. Further, we are investigating a new mobile contract that should increase our data pool significantly.</p>	

In  Progress  Complete  Deferred  Not Updated  Not Started



Action Code	Action Name	Responsible Position	Status	Progress	Comments	Traffic Lights
5.1.2.4	Manage Council's GIS systems and data in accordance with legislative requirement, with a focus to improve the delivery and use of information	Business Improvement & IT Manager	In Progress	30%	<p>July - The GIS Officer position is currently vacant but is expected to be filled within the coming month. Once filled, a major project will commence to transition our data from the current Spectrum Spatial system to ESRI. This transition will make the data more accessible to both our staff and the community.</p> <p>August - The GIS role remains unfilled, with information services staff filling in this role for now. The transition to ESRI has not yet commenced, but day-to-day functions are continuing as normal.</p> <p>September - The GIS role remains unfilled, with information services staff filling in this role for now. The transition to ESRI has not yet commenced, but day-to-day functions are continuing as normal. The procurement process to capture new imagery of the towns is underway. Further, there has been good progress to capturing Council assets, new and historical, to make our data more robust and useful.</p>	
5.1.2.5	Manage Council's corporate Records and Archive Facilities and Record Management Framework in accordance with legislative requirements.	Business Improvement & IT Manager	In Progress	30%	<p>July - The Records department is efficiently maintaining records and distributing information as needed. Significant progress is being made in eliminating unnecessary physical copies to reduce the risk of destruction and free up storage space.</p>	

In  Progress  Complete  Deferred  Not Updated  Not Started

5.1.3: Administrative and support functions




Action Code	Action Name	Responsible Position	Status	Progress	Comments	Traffic Lights
5.1.3.1	Assess and implement solutions that increase efficiencies and quality, whilst reducing costs, to improve processes and systems within Council.	Business Improvement & IT Manager	In Progress	30%	July - There is a list of projects in this space that are to be commenced this financial year: - GIS transition from SSA to ESRI. - Content Manager upgrade to integrate into SharePoint. - Server upgrades to improve speeds and reliability. - Parks & Gardens and Stores service review action plans. - WHS system implementation.	
5.1.3.2	Develop, monitor and maintain Council's Integrated Planning and Reporting requirements	Integrated Planning Reporting & Governance Officer	In Progress	15%	August - Annual Report and State of our Shire report collation are underway and on track for completion by the due date.	

In  Progress  Complete  Deferred  Not Updated  Not Started

Action Code	Action Name	Responsible Position	Status	Progress	Comments	Traffic Lights
5.1.3.4	Undertake Service Reviews as outlined in the Delivery Program for the financial year.	Business Improvement & IT Manager	In Progress	30%	<p>July - The Parks &amp; Gardens and Stores service review reports have been submitted to ARIC and are scheduled for adoption by the Council at the upcoming August meeting. Once adopted, an action plan will be created for each report, and progress updates will be provided to the Executive meeting and ARIC. ARIC and the Council have decided that the review focus for this financial year will be section 355s. Additional information will be shared once these reviews have begun.</p> <p>August - The previous years' service reviews have been adopted at the August Council meeting. The action tracking for this has been setup and will be reported to ARIC.</p> <p>The Section 355 service review is still in preliminary information gathering stages, with interviews with committee delegates to start soon.</p> <p>September - The implementation phase of the service review recommendations has been kicked off with the relevant managers. The actions will be reported to ARIC.</p> <p>The Section 355 service review has been started, but progress is expected to be slow until the new year due to other competing projects.</p>	
5.1.3.5	Review mandatory training requirements to maintain operational effectiveness and compliance.	Org Services Admin & Training Coordinator	Not Started	0%		

In  Progress  Complete  Deferred  Not Updated  Not Started

5.1.4: Workforce planning

Action Code	Action Name	Responsible Position	Status	Progress	Comments	Traffic Lights
5.1.4.1	Build a culture that empowers staff to learn, teach, lead and succeed	Social Services Manager	In Progress	50%	September - The Educational Leader has been continuing to study the Bachelor of Education (Early Childhood Teaching). This semester the unit is related to children as communicators. The information gained from study has been implemented within the service, mainly focusing on the listening, speaking and pre-writing skills with the three-year-olds. One unit included a self-paced training module regarding the planning process, and this will be shared with the team of Educators as an opportunity for personal development.	
5.1.4.2	Implement and report on the actions included in the 2022-2026 Workforce Plan	Integrated Planning Reporting & Governance Officer	In Progress	50%		
5.1.4.3	Development of Human Resources Development processes to manage change and meet individual and organisational needs	Human Resource Officer	Deferred	0%		




In  Progress  Complete  Deferred  Not Updated  Not Started

Action Code	Action Name	Responsible Position	Status	Progress	Comments	Traffic Lights
5.1.4.4	Provide and support Naroo Aged care staff with necessary training and education	Manager of Aged Care	In Progress	80%	July - RN and Clinical Educator manages education for staff. Compliance to mandatory education has greatly improved. August - Education is provided by the Clinical Educator and regular sessions are completed with staff. All staff are consulted with education needs. September - Training is provided by inhouse Clinical Educator. Education calendar in place.	
5.1.4.5	Undertake Workforce Planning to ensure that there is an appropriately skilled workforce to meet future challenges and opportunities.	Human Resource Officer	In Progress	60%		
5.1.4.6	Build on key internal relations with staff wellbeing and engagement	Integrated Planning Reporting & Governance Officer	Deferred	10%	August - Resourcing has prevented this action plan from progressing. Employee engagement practices are happening within the organisation with a Reward and Recognition focus group slated for November 2024. The action plan will be reviewed and revised when resourcing constraints ease.	
5.1.4.7	Registered Nurse 24/7 to meet Royal Commission into Aged Care recommendations	Manager of Aged Care	In Progress	40%	August - Council currently working with company to attract overseas Registered Nurses September - Working on Labour agreement to attract RN's from overseas	
5.1.5.9	Conduct Council Salary System Review	Human Resource Officer	In Progress	20%		



In Progress Complete Deferred Not Updated Not Started



5.1.5: Provide responsible internal governance

Action Code	Action Name	Responsible Position	Status	Progress	Comments	Traffic Lights
5.1.5.1	Embed Workplace Health & Safety into business as usual practice throughout the organisation.	Business Improvement & IT Manager	In Progress	30%	<p>August - The WHS Committee continues to evolve, with delegation from all areas of the Council represented. This gets our staff to be advocates for WHS.</p> <p>Further, a new WHS system is in early phases of implementation and will embed many compliance and safety practices into the organisation.</p> <p>September - There is training for Contractor Management and the WHS Committee obligations booked in with StateCover to train and refresh our staff in these areas.</p> <p>The WHS system is in implementation and will be in phased rolled out in the coming months. This will help track our obligations to WHS.</p>	
5.1.5.6	Embed the recommendations from the Royal Commission into Aged Care in both CHSP and Naroo Frail Aged Care Hostel	Manager of Aged Care	In Progress	28%	<p>July - This is progressing as new items are introduced. The department are focusing on the new Aged Care Act and review of the Quality Standards at the moment.</p> <p>August - Continues as recommendations are released</p> <p>September - This is on agenda for all meetings and ACM progresses as recommendations are embedded</p>	
5.1.5.10	Develop relationships with key stakeholders to ensure council has access to relevant and effective training opportunities.	Org Services Admin & Training Coordinator	Not Started	0%		

In  Progress  Complete  Deferred  Not Updated  Not Started

Action Code	Action Name	Responsible Position	Status	Progress	Comments	Traffic Lights
5.1.5.11	Integrate and ensure Council's operations and practices align with the risk management framework.	Business Improvement & IT Manager	In Progress	25%	August - The Risk Management Framework was formally adopted at the August Council meeting. We are currently in the preliminary stages of a new Risk system that will embed the content of this framework into the system, as well as Council processes. September - The new risk system is still currently in the implementation phase. The new risk framework is providing the basis for the implementation. It will be rolled out in the coming months.	
LCR	Meet all of Councils Legislative Compliance & Reporting requirements as set by the Office of Local Government (OLG)	Integrated Planning Reporting & Governance Officer	In Progress	25%		

In  Progress  Complete  Deferred  Not Updated  Not Started

## 6.2 Executive Services Report

**File Reference:** NA

### Delivery Program

**Goal:** 5. Organisational management

**Outcome:** 5.1 Corporate management

**Strategy:** 5.1.3 Administrative and support functions

**Author:** Max Eastcott, General Manager

**STAFF DISCLOSURE OF INTEREST** Nil

### IN BRIEF/SUMMARY RECOMMENDATION

This report is for reception.

**TABLED ITEMS** Nil

### COMMENT

#### Planning – September 2024

The following Development (D/A) and Development Modification (s96) applications were approved during the month of September 2024.

No.	Property Description	Development/Work	\$	DA	s4.55
8/2024	Hardcastle Pty Ltd & J E Hardcastle 18-22 Wilby Street North Star Lots 62. 63 & 64 DP 17921	Amalgamation of 3 existing urban allotments into 1 urban allotment	\$41,000	✓	
25/2024	K E Stehr 20746 Bruxner Way Boonal Lot 65 DP 755982	Farm Building	\$304,190	✓	
27/2024	Gwydir Shire Council 32 Plunkett Street Warialda Lot 19 Section 60 DP 759052	Erect a three bay sorting and storage shed	\$55,000	✓	
28/2024	L A Robinson 3 Moore Street Bingara Lot 7 Section 10 DP 758111	Construct a 3-bay garage for domestic use	\$25,000	✓	
29/2024	R Ali 5 Hill Street Bingara Lot B DP 433562	Construct a roof attached to the existing dwelling to cover an existing deck	\$28,000	✓	

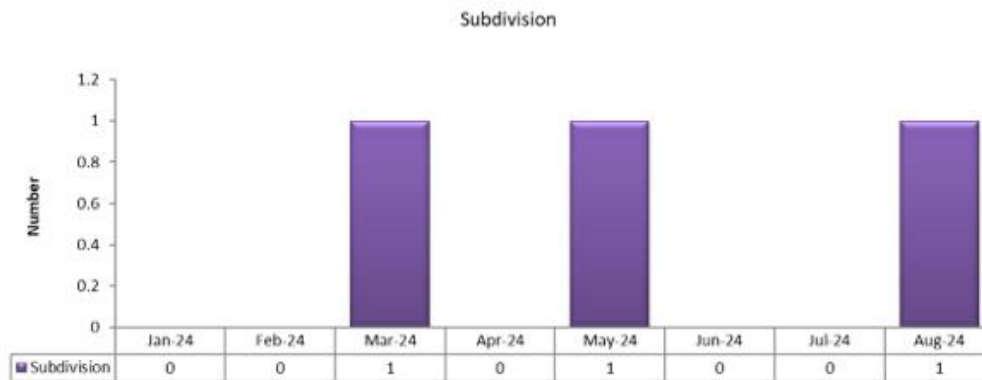
There were no Development (DA) or Development Modification (s4.55) applications approved in the previous months and not previously reported to Council.

There were no Development (D/A), or Development Modifications (s96) application(s) that were refused (R), withdrawn (W) or cancelled (C) or returned to the applicant prior to lodgement (RET) during the month of September 2024.

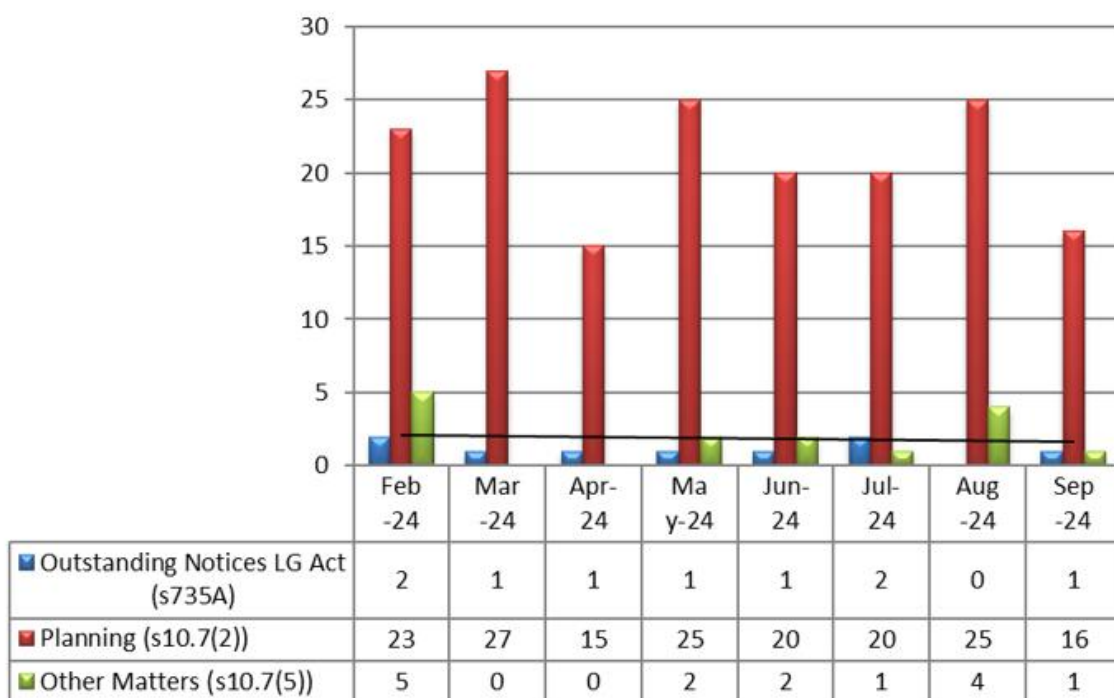
There were no Development (D/A) applications determined where there has been a variation in standards under clause 4.6 of the Gwydir Local Environmental Plan 2013 during the month of September 2024.

The attached table shows all Development (D/A) and Development Modification (s96) applications that were submitted on the NSW Planning Portal, that were lodged with Council after the payment of lodgement fees and those that remain unlodged with Council, during and prior to 30 September 2024 and remain undetermined as at 30 September 2024.

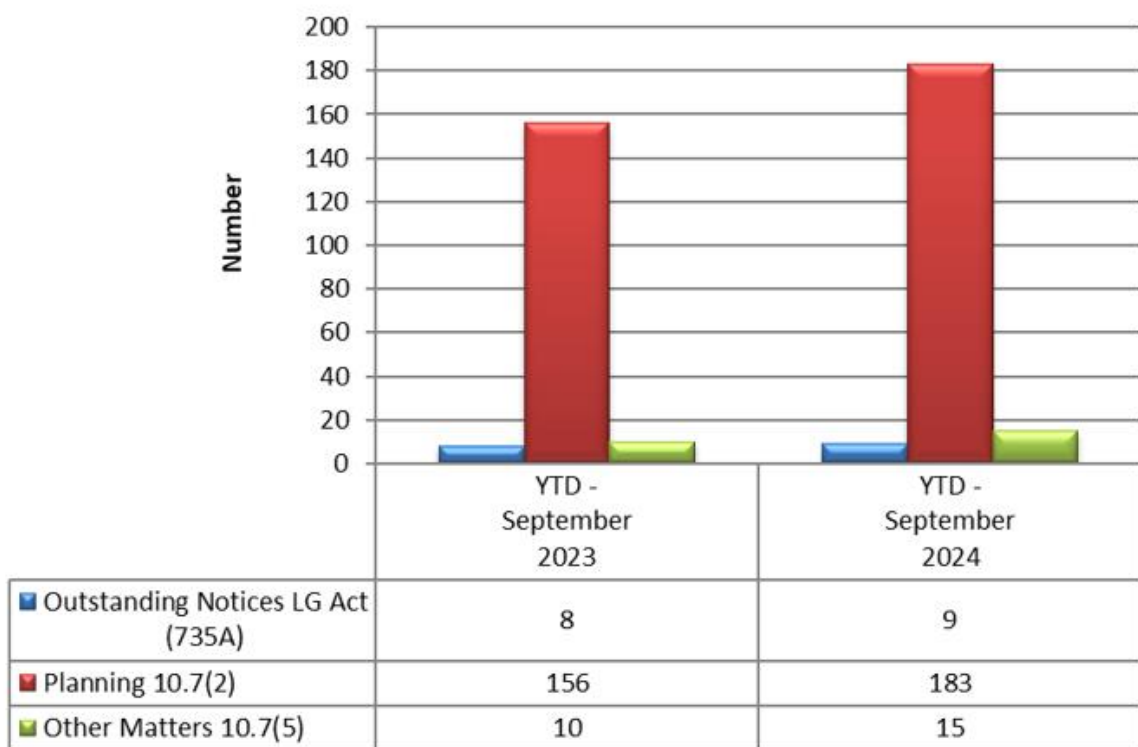
The following graph shows the Subdivision Certificates issued during the month of September 2024 and in the preceding seven months.



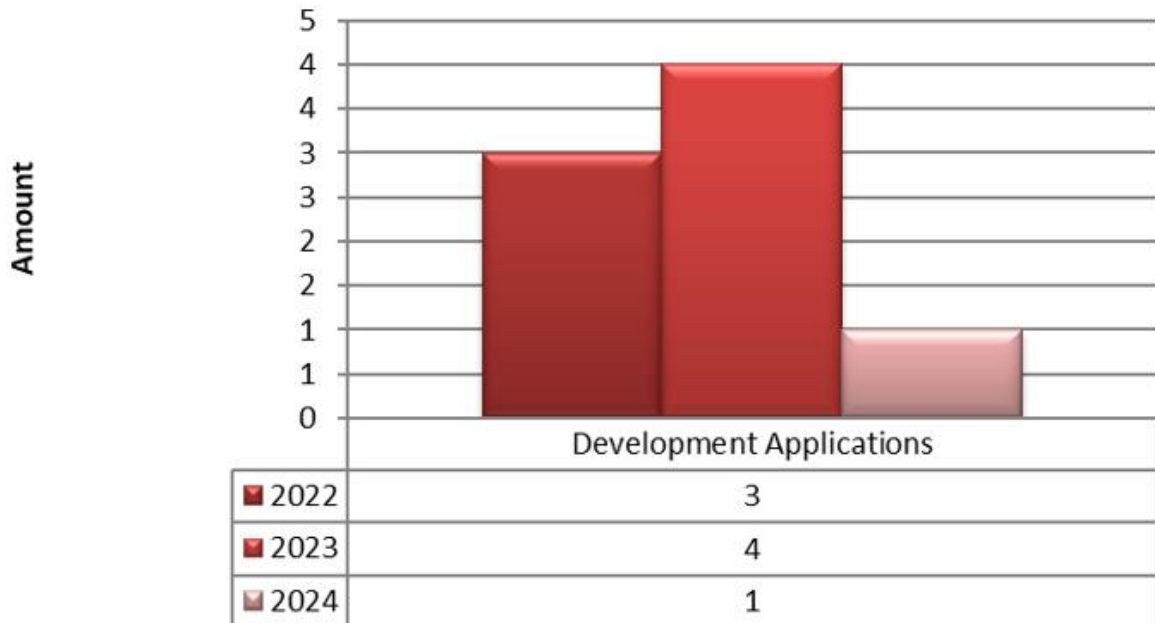
The following graph shows the Conveyancing Certificates issued during month of September 2024 compared to the previous seven months.



The following graph shows the Conveyancing Certificates issued up to and including the month of September 2024 compared with the same period in 2023:



The table below shows a comparison between total development applications (excluding s4.55 applications) lodged during the month of September 2024 compared to the same period in the previous two years:

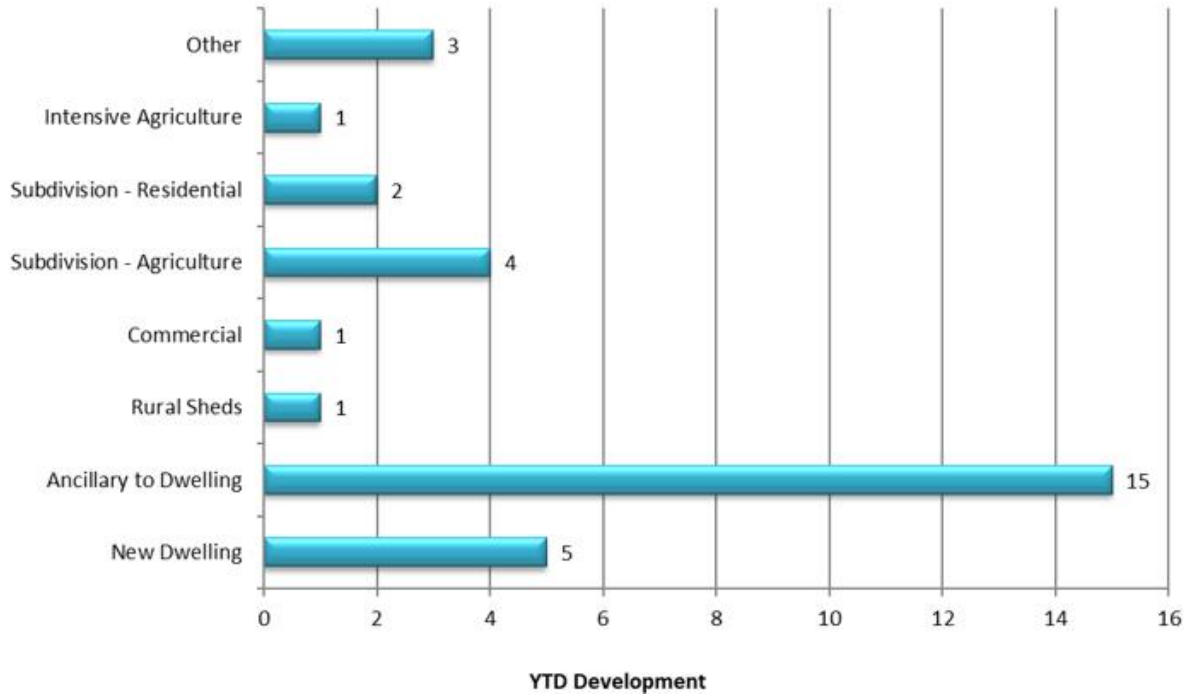


The table below shows a comparison between total value of development applications (excluding s4.55 applications) lodged during the month of September 2024 compared to the same period in the previous two years:

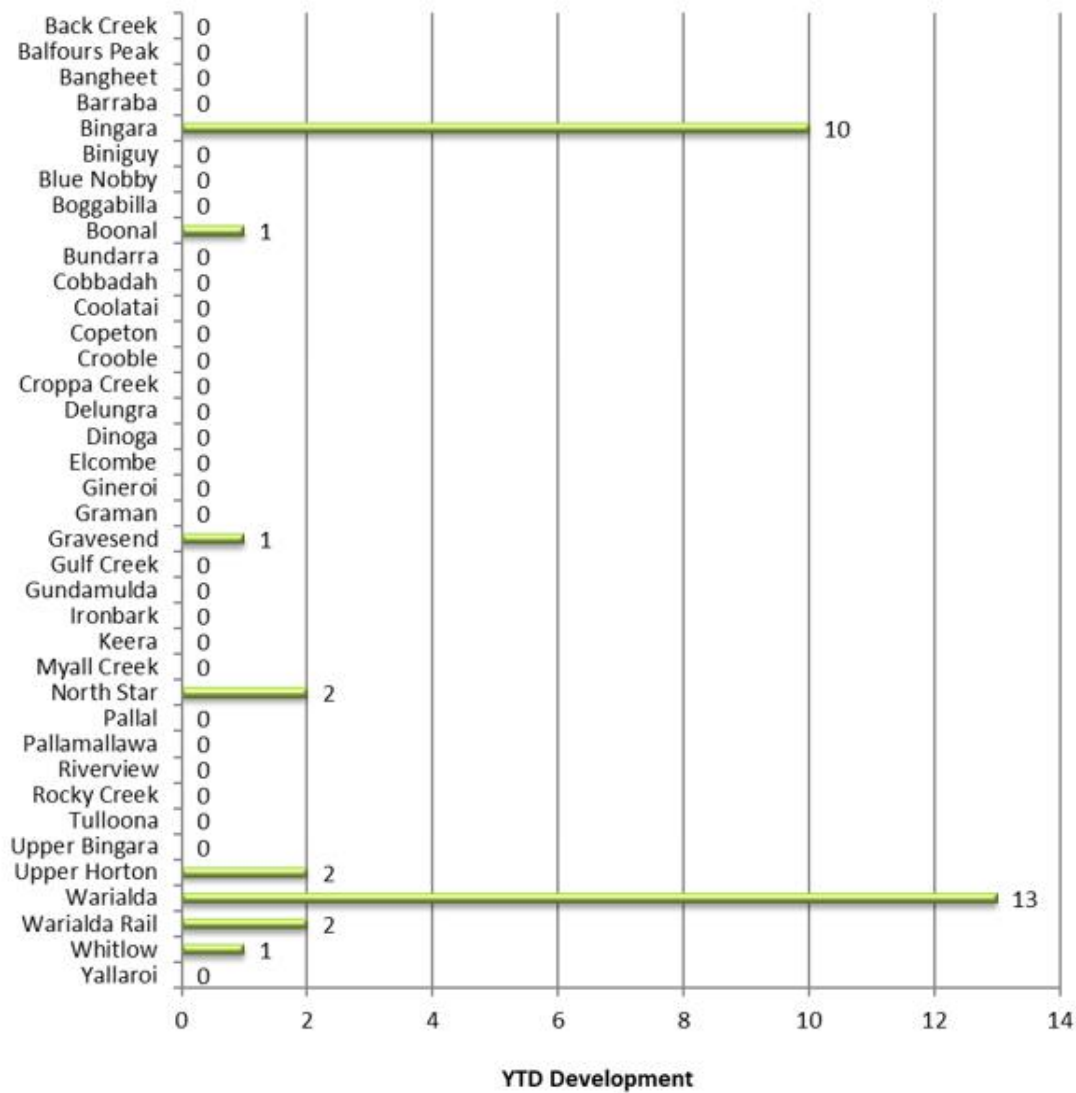




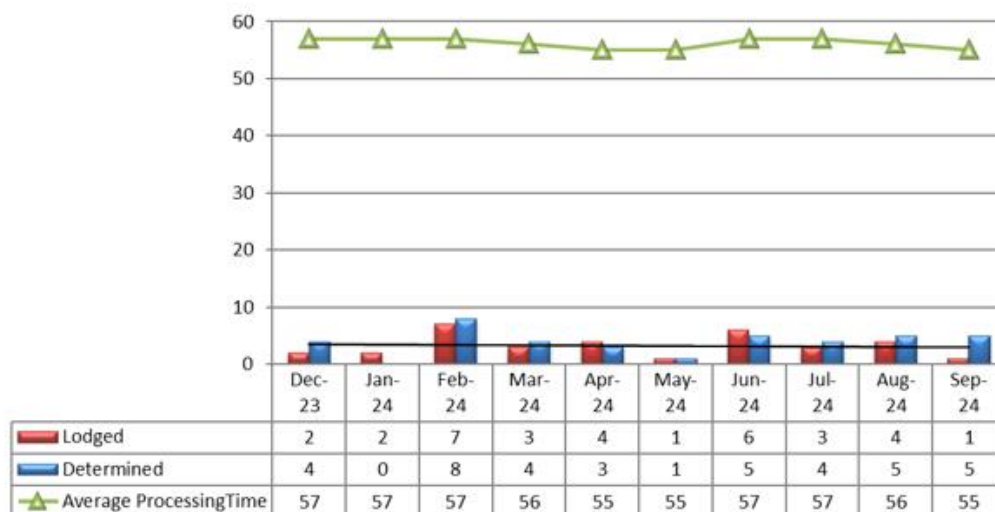
Development Applications (excluding s4.55 modifications) lodged for the year by type – YTD September 2024:



Development Applications (excluding s4.55 modifications) lodged for the year by locality – YTD September 2024:



Development Application Analysis (excluding s4.55 applications) – for the nine (9) months up to the end of September 2024



## BUILDING SERVICES – YEARLY REPORT JULY TO OCTOBER 2024

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

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

The department receives all building related applications via the NSW Planning Portal. It is mandatory that all applications for Construction Certificates (CC), Complying Development (CDC), Principal Certifier Appointments (PCA), Occupation Certificates (OC) and Building Information Certificates (BIC) be lodged with Council via the NSW Planning Portal. Section 68 (S68) Applications are lodged directly with Council.

There are currently *96 active* Construction Certificate and Principal Certifier Appointment approvals that are at varying stages of the assessment/construction process and working towards the completion, and issue of an Occupation Certificate.

The graph below summarises the approvals for the current year and the following table shows the details of the approvals that have been issued for the past financial year.

CONSTRUCTION CERTIFICATES			
No.	Property Description	Development/Work	\$
CC 45/2023 05/07/2024	86 Burundah Drive Warialda	Dwelling	\$185,000
CC 2/2024 18/07/2024	134 Long Street Warialda	Shed	\$11,000
CC18/2024 14/08/2024	30 Hope Street Warialda	Attached covered deck	\$11,000
CC 20/2024 30/09/2024	12562 Gwydir Hwy Warialda	Dwelling	\$164,000
CC 25/2024 14/10/2024	20746 Bruxner Way Boonal	Farm Shed	\$304,000
CC 29/2024 25/10/2024	5 Hill Street Bingara	Flyover roof on existing deck	\$28,000

COMPLYING DEVELOPMENT CERTIFICATES			
No.	Property Description	Development/Work	\$

CDC 1/2024 15/08/2024	157 Oregon Road Warialda	Alterations and additions to existing dwelling	\$250,000
CDC 2/2024 26/08/2024	31 Brigalow Street Bingara	Relocated dwelling	\$110,000
CDC 3/2024 16/08/2024	8 Keera Lane Bingara	Swimming pool	\$25,000
CDC4/2024 27/09/2024	29 Moore Street Bingara	Dwelling	\$250,000

OCCUPATION CERTIFICATES		
No.	Property Description	Development/Work
OC 41/2022 28/08/2024	246 Killarney Gap Rd Bingara	Dwelling
OC 44/2023 18/07/2024	40 Bombelli Street Bingara	Single Bay Garage
OC 50/2023 29/08/2024	3 Brigalow Street Bingara	2-bay shed
OC 52/2023 9/10/2024	98 High Street Warialda	2-bay shed

BUILDING INFORMATION CERTIFICATES		
No.	Property Description	Development/Work
BIC 4/2024 26/08/2024	582 Oregon Road Warialda	For purpose of sale of property
BIC 5/2024 26/08/2024	32 Plunkett Street Warialda	Approval to Occupy (Challenge Building)

PRIVATE CERTIFIER – CERTIFICATE REGISTRATION		
No.	Property Description	Development/Work
CC 47/2023 7/08/2024	26 Frazer Street Bingara	Shed with bathroom

SECTION 68 APPROVALS		
No.	Property Description	Development/Work
S68 27/2023 26/09/2024	75 Riddell Street Bingara	Install manufactured dwelling
S68 13/2024 3/07/2024	3 Avoca Street Warialda Rail	Install new OSSM
S68 14/2024 14/08/2024	2 Bandalong Street Bingara	Water supply, sanitary plumbing & drainage, sewerage & stormwater work
S68 15/2024	25 Maitland Street	Sanitary plumbing and drainage

19/09/2024	Bingara	
S68 16/2024 29/07/2024	36 Holden Street Warialda	2024 Honey Festival amusement rides
S68 17/2024 15/08/2024	16 Yagobie Street Gravesend	Install new OSSM
S68 19/2024 19/09/2024	4259 Elcombe Road Bingara	Install new OSSM, sanitary plumbing and drainage in association with new dwelling
S68 20/2024 14/08/2024	26 Frazer Street Bingara	Water supply, sanitary plumbing & drainage, sewerage & stormwater work
S68 21/2024 14/10/2024	31 Martyn Street Bingara	Install manufactured dwelling and associated water supply, sanitary plumbing & drainage, sewerage & stormwater work
S68 22/2024 2/10/2024	29 Moore Street Bingara	Water supply, sanitary plumbing & drainage, sewerage & stormwater work in association with new dwelling
S68 25/2024 24/10/2024	31 Brigalow Street Bingara	Water supply, sanitary plumbing & drainage, sewerage & stormwater work in association with new dwelling

**NO. OF COMPLAINTS/INSPECTIONS July to October 2024**

Type	No.	Yr. to Date	Actioned	Pending
Construction/Building & Building Maintenance	235	235	202	33

**BUILDING MAINTENANCE**

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

**MAJOR PROJECTS WORKED ON**

**Living Classroom – Wellness and Interpretive Centre**

Work is progressing on the construction of the building. Framing and structural steel work is nearing completion and roofing work has commenced with edge protection to be installed.

## COMMUNITY ASSETS

### Gwydir Libraries

The Bingara and Warialda libraries are very busy places with many happenings, and services. These include a Writers' Group, Home Schooling and After School programs, a Community Support Hub, Storytime, holiday activities, Lego Challenges, The Great Gwydir Book Hunt, Teenage Movie Session, Senior Film Afternoons, Kanopy tutorials, A Walk Among the Tombstones, preschool and school visits, Children's Sculpture Challenge, Library Lovers' Month, Scavenger Hunts, Be Connected Tutorials, Book Club, STEM Craft Sessions, Teenage Quiet Room Chill Out, visit to and by the residents of local Aged Hostels and Hospitals, visits to the Toy Libraries. There are also Senior Craft Sessions, exam supervision, external study assistance, and home deliveries.

Visitors to the community enjoy spending time in the library reading, browsing a newspaper or magazine, using the computers' WIFI to check emails and to search the internet.

More and more people are requesting assistance with their iPhone, iPad and laptops so a booking system has been set up. Bookings can be made between 2pm and 3pm Tuesday, Wednesday, and Thursday and this has allowed staff to assist one to one without disruption.

Library staff are supported by three passionate volunteers.

A young person is currently enjoying work experience at the Bingara library. The young person is doing exceptionally well and is excited for her next workday.

Council Building Services staff use the library to meet with applicants regarding development and compliance approval processes.

Teenagers are visiting the library after school to chill out in the quiet room. Teenagers have their own devices (BYOD) and visit the library with parental permission.

The library promotes Families Week, National Stroke Week, Children's Book Week, and National Child Protection Week and supplies resources to community members.

### Gwydir Learning Region Training (GLR)

#### Heavy Vehicle Training and Assessment

With the Smart and Skilled Drought Package being discontinued the 2023/24 income stream from Heavy Vehicle Training and Assessment fell dramatically. Council staff made an application to access an alternate funding source via Smart and Skilled being the Agskilled Program. Unfortunately, the approval process for this application proved extremely slow and took over eight months to complete.

Under the AgSkilled program eligible participants must work, or be actively seeking work, in on-farm operations from one of the following industries:

- Production Horticulture
- Livestock
- Grains
- Fibre

Applications need to include a letter of support from the client’s employer. The letter of support needs to outline the industry the participant belongs to, and the training need identified to enable eligibility for funding to be determined.

In an effort to provide clients with greater opportunity, an application was submitted to Australian Skills Quality Authority (ASQA) to include additional Units of Competence (UoC) to GLR Training’s scope. ASQA confirmed approval of the application and GLR Training now has the following additional UoC’s on its scope:

- TLIC3004 – Drive Heavy Rigid Vehicle
- TLIC3005 – Drive Heavy Combination Vehicle
- TLIC4006 – Drive Multi-Combination Vehicle
- TLILIC2014 – Licence to drive a light rigid vehicle
- TLILIC2015 - Licence to drive a medium rigid vehicle
- TLILIC2016 - Licence to drive a heavy rigid vehicle
- TLILIC3017 - Licence to drive a heavy combination vehicle
- TLILIC3018 – Licence to drive a multi-combination vehicle



The graph above shows the number of clients participating in heavy vehicle training and assessment over the past 5 years. A significant decline is indicative of the withdrawal of the smart and skilled ‘Drought Package’ in 2022, however the 2024/25 projection is promising with an influx of enquiries.

### Gwydir Country Education Fund (GLR CEF)

**Gwydir CEF** is providing financial assistance to 8 local students in 2024. Recipients are able to claim reimbursement for education related expenses including laptops, computer accessories, textbooks, uniforms and work boots, fuel and accommodation. Total funds distributed in 2024 so far - \$15,137.37.



**Country Education Foundation of Australia (CEF)** is a community-driven national charity helping rural and regional youth aged 16-25 access post-school education, training and jobs through grants, scholarships, resources and social support.

**SINCE 1993 WE HAVE SUPPORTED STUDENTS WITH:**



Over  
**8000**  
grants and  
scholarships



Over  
**\$17m**  
in direct student  
financial support

**OUR FOUNDATION IS A COMMUNITY-BASED MODEL MADE UP OF:**



**46**  
community  
foundations  
across Australia

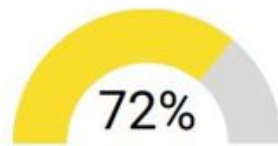


More than  
**430**  
volunteers

**2023 STUDENT SNAPSHOT**



1 out of 5 students report financial assistance from family



Of students hope to take their education back to a regional area



2 out of 5 students are eligible for or receive government support



Of students leave home to access education or employment



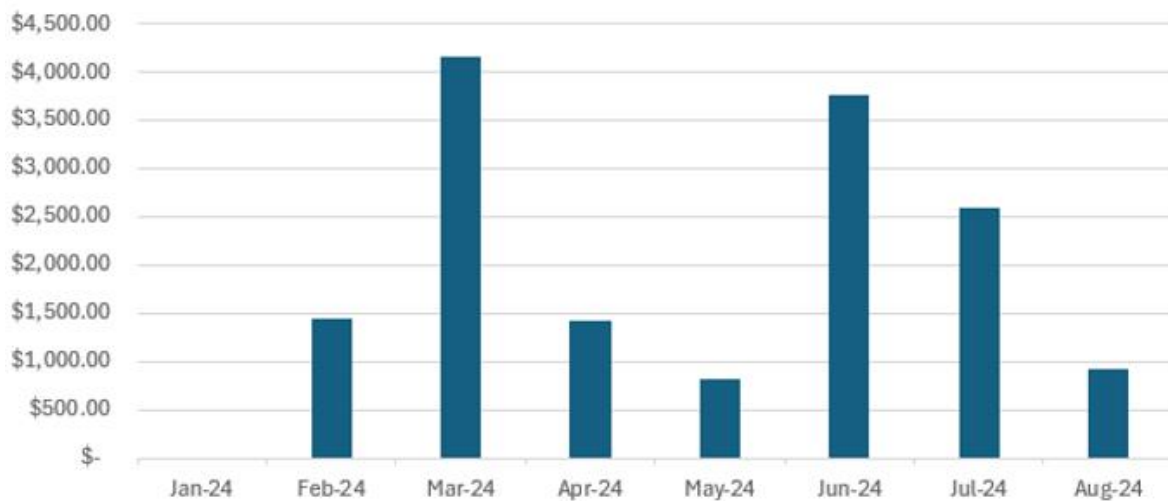
1/2 recipients are interested in becoming involved with CEF



Of students have a GREAT or GOOD relationship with their local foundation



Country Education Foundation - Gwydir  
Funds Distributed  
January - August 2024



Gwydir CEF recipient Sophie Hall is the 2024 beneficiary of the McGregor Gourlay Scholarship. A requirement of the scholarship is a commitment to undertake work placement at McGregor Gourlay. Sophie took the opportunity to complete her first week of work placement at the Warialda store in the July school holidays.



### **Gwydir Career Start Program**

Gwydir Shire Council currently employs seven (7) school based trainees in the vocations of information technology, finance, horticulture, automotive, aged care and early childcare, one (1) part time trainee studying early childhood education and care, three (3) full time trainees working towards a qualification in information technology, business administration and tourism, as well as seven (7) full time apprentices in the vocations of plant operation, carpentry, plumbing, water industry operations, and heavy commercial vehicle mechanical technology.

Training is being provided by a number of registered training organisations including:

TAFE, Australian Training Plus, Community College Northern Inland, International Childcare College, Upskilled, Fusion Training Solutions.

National Skills Week was held between 25<sup>th</sup> and 31<sup>st</sup> August this year. This campaign provides a platform to highlight the opportunities and career pathways available through Vocational Education and Training. This year The Department of Education and Training chose to showcase Gwydir Shire Council's Career Start Program and the three generations of Johnson's employed as apprentices.

Billy, Will and Isaak Johnson, along with Jaydon Sutton agreed to attend an interview with a journalist assigned by Department of Education to share their experiences as employees of Council.





*"A great thing about council is they offer further education and skills while being able to stay local at the same time."*

In conjunction with Training Services NSW, Gwydir Shire Council organised workshops for staff who are involved in supervising Council's trainees and apprentices. Workplace supervisors play a central role in the success of apprenticeships and traineeships. Workshops were held in both Warialda and Bingara with the main focus being:

- *how to effectively supervise and "coach" apprentices & trainees*
- *the importance of effective communication in the workplace*
- *what to expect from the training provider - arranging training that works for you and your business*
- *practical ideas to help address workplace bullying and harassment issues*
- *understanding training plans*



*(Bingara Supervisor Workshop presented by Training Services NSW)*

### **Greater Northern Skills Development Group**

Gwydir Shire Council has recently renewed its membership with the Greater Northern Skills Development Group (GNSDGI Inc). The group is an incorporated body comprised of key stakeholders in the Vocational Education and Training (VET) Sector in the New England and Northwest Region.

The role of GNSDGI is to encourage and assist skills development.

The key objectives are to promote skills development and training, support industry and the community and maintain communication strategies. These key objectives are achieved by:

- Conducting Regional Training Awards
- Engaging local industries and communities
- Improving quality of Vocational Education and Training
- Encouraging participation in skills development
- Assisting implementation of school to work transition
- Developing information technology, media strategies and communicating with members and stakeholders

The GNSDGI Inc promotes the NSW Training Awards for the New England Region each year, to acknowledge and celebrate the outstanding achievements of learners across the region. The Committee also promotes VET each year by conducting forums/expos across the region.

### **What are the benefits of Membership?**

- Be involved in the promotion of skills development and training,
- Establish new and improved networks with service providers, employers and the community,

- Improve coordination with service providers through access to a regional activity calendar which includes key events such as workshops, employer and business forums, careers markets and expos,
- Access communication strategies to share information and resources,
- Involvement with information sessions to identify new opportunities and financial assistance associated with various government programs,
- Understand the establishment of career pathways and scholarships including work placement to full time employment,
- Understand strategies for training pathways including school based traineeships and apprenticeships, upskilling and retraining of the existing workforce,
- Access professional development opportunities.

### **Property Management**

Council manages over fifty properties including units for the aged, commercial premises, caravan park permanent residents (sub leased) and service outlets.

### **Aged Units**

During the year Council staff continue to regularly visit every resident (or their delegated family member) to check in and connect with them; to inspect their units and attend to maintenance requests.

### **8 Olive Pyrke Terrace, Warialda**

This property is currently vacant and is advertised for rent.

### **Caravan Parks**

During the reporting period renovation works has been undertaken by an external contractor at both Warialda and Bingara Caravan Parks. These works have included releveling the cabins, fitting subfloor skirting boards to each 'deluxe' cabin, trimming trees and removing trees, fitting gutter guard to the cabins at Warialda Caravan Park, and general minor repairs such as repainting post and rails on cabin verandas, refasten loose cross bracing and rails, and replacing missing tie down chains and shackles.

### **Warialda Caravan Park**

From 1 May 2024 Council granted a one-year short term licence to an external party to operate the park. This partnership has proved successful to date with greatly enhanced park lawns and gardens, and increased presence onsite.

### **North Star**

This park continues to be leased to the owners of the Vicarage Café, North Star.

### **Bingara**

From 1 October 2024 Council granted a one-year short term licence to an external party to operate the park. The party also leases both swimming complexes on a one-year short term licence.

### **Cranky Rock Recreation Reserve**

The Reserve continues to be well presented and a very popular spot. An onsite caretaker maintains the Reserve.

### **Swimming Pools**

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Entry to both pools remain free for Gwydir Shire residents and ratepayers.

From 1 October 2024 Council granted a one-year short term licence to an external party to operate both swimming complexes. The party also leases the Bingara Riverside Caravan Park on a one-year short term licence.

### **Lifeguard Course**

During October 2024 Council invited expressions of interest from community members to undertake a Pool Lifeguard Course provided by Royal Lifesaving NSW. Eight people completed the course and gained accreditation.

### **Bingara Swimming Pool**

In November 2020 the renovated Bingara Swimming Complex opened. At this time the 25 metre pump and filtration systems were a combination of new and existing equipment. A whole new system was unaffordable. The combination lasted three full seasons before failing late August.

During an off season routine maintenance procedure the pool pumps would not prime. Council staff tried to fix the pumps to no avail. Council then sought external specialists to inspect the equipment. One specialist was available and responded, inspected the equipment, provided a quote for works and then completed the works. This process took several weeks.

When all was fixed the pool water was treated, filtered and backwashed. The pool water came up really clear and of good quality. With the clear water it became evident though that the pool walls and floor had become stained. This is due to the fact that the water was not circulating while the pumps were stopped, and a lot of organic matter lay for a long time on the bottom of the pool.

Council could have opened the complex on the Saturday of the long weekend as usual, as the water was safe and clear and the stains could have remained. However, Council made the tough decision to empty the pool and pressure wash the walls and floor. This decision was made so that the pool and water is of the highest quality and presentation.

The pool was emptied with the assistance of the Bingara RFS and SES personnel. They also assisted with scrubbing the pool shell.

The pool was then refilled, and the water treated. The complex opened on Wednesday 9 October.

Council would like to thank the RFS and SES. for their assistance, and the outgoing lessee Glenn Wade for his expertise and effort.

In the off-season Council had installed a new automotive chemical dosing machine.

### **Warialda Swimming Pool**

On 3 October the pool pump failed at the Warialda Pool. The pump could not be repaired and needed to be replaced. The new pump was installed Monday 28 October 2024. It is very unfortunate that the pump failed however this happening could not have been foreseen and is simply bad timing. Or perhaps it is good timing that it failed now when the water is a chilly 19 degrees and the weather mild, rather than in the heat of summer.

In the off-season Council had installed a new automotive chemical dosing machine, a new foot valve, renovated the kiosk, installed a new clubhouse/storage building and a new barbecue. Council was able to do this through federal and state funding.



## Media, Communication and Events

### Websites

Council manages two websites. Visit Gwydir, and the Council website.

The launch of the *Visit Gwydir* website occurred on the 13 September 2023.

Both websites were upgraded in 2024 to include accessibility widgets.

### Social Media

Council uses social media to convey important information to the public in real time.

Gwydir Shire Council has both an Instagram and Facebook account, and there is a Bingara Facebook page and a Warialda, Place of Wild Honey Facebook. These outlets are the current main forms of communication that Council has with the community. The advantage of these platforms is not only the reach it has but the ability to reschedule the same messaging (posts) multiple times.

Social media is also an important tool in providing urgent information, like road closures and boil water alerts to the public in real time. Generally, users tend to share or tag people who may be affected by road closures or boil water alerts which increases the chances of people obtaining the information that they need, as it is a direct link to the user's notifications.

Council also shares posts from other accounts which may be of interest or relevant to the residents and ratepayers in the Gwydir Shire. This includes but is not limited to surveys, workshops, training, achievements of community members and announcements by Member of Parliament. Social media is a fantastic tool for keeping people in the know of what is happening locally within the community.

Posted to the Gwydir Shire Council Facebook page on 22 August 2024, was a Naroo Daffodil Day post. The post included photos of the Naroo staff and residents, as well as the resident's family and friends enjoying a BBQ lunch to support Daffodil Day. The post reached 15,839 people and the engagement number was 1,449.

On the 11 August 2024, Gwydir Shire Council published a post inviting expressions of interest for the acquisition of the Bingara Saleyard Infrastructure. This post reached 23,701 people and had an engagement score of 2,152. This post performed extremely well with its reach score, proving Facebook is a useful tool to dispense information to a large audience.

The Bulky Waste Collection post published to Council's Facebook page on the 2 September 2024 reached 2,234 people and had an engagement score of 246.

The Teddy Bear Picnic and Crazy Hair and Sock Day at Naroo post published to Council's Facebook page on the 16 September 2024 reached 2,768 and engaged 1,399 Facebook users.

The removal or partial removal of the residential property at 39 Cunningham Street post published to Council's Facebook page on the 18 September 2024 reached 15,265 people and 3,814 engaged with the post.

Published to Council's Facebook page on Wednesday 23 October 2024 was a HAVE YOUR SAY post which invited members of the community to provide feedback about the types of features they would like to see included in the Warialda Town Square project. The post included a video and at the time of collating this report on the 30 October 2024, the post had 1,933 plays during the 7 days it has been live.

The post published to Council's Facebook page on 17 October 2024 announcing the New Mayor and Deputy Mayor reached 7,406 and 2,760 clicks on the post at the time of compiling this report.

### **Design Work**

Council staff continue to design eye catching and effective flyers, posters and social media posts. Such work includes assisting community groups promote their services and events.

#### **Design Work - August, September, and October 2024**

- 110<sup>th</sup> Birthday – Red Cross – Social Tile
- John Wood and Dave Allen Show – Poster and Social Tile
- John Wood & Dave Allen Show – Cancelled – Social Tile
- Bar Menu for FABBA – Poster
- Raffle Tickets for FABBA – Poster
- Tech Info Session – WR & BI Libraries – Poster and Social Tile
- Early Childhood Educator – Positions Vacant – Social Tile
- Town Utilities Engineering Assistant – Positions Vacant – Social Tile
- Temporary Closure – WR & BI Libraries – Social Tile and Poster
- Trivia Morning – WR Library – Slideshow and Poster
- Seating Chart – Councillors Dinner – Sign
- Grazing on the Gwydir – Countdown – Social Tiles
- Naroo Dementia Awareness Afternoon – Invite
- Bulk Waste Collection – Social Tile
- Reopened - Warialda Customer Service & VIC – Social Tile
- John Schumann and The Vagabond Crew – The Redgum Years – Social Tile and Poster
- Warialda Honey Festival Program
- Warialda Honey Festival Map and Sign
- Road Closures – Social Tiles
- Pool Lifeguard Course – Social Tile
- Public Exhibition – Social Tile
- Public Notice – Office and Service Closures – Picnic Day – Social Tile
- Coolatai Landfill Closure – Social Tile
- Coolatai Landfill Reopened – Social Tile
- Warialda Service NSW – Temporary Closure – Social Tile
- What's On – Events Calendar
- Local Government Elections – Social Tiles
- Domestic Bulky Waste Collection – Social Tile
- Super Rep and R U OK Day – Lock Screen
- Warialda Library - Trivia - PowerPoint
- Bingara Library - School Holiday Activities – Flyer
- John Schumann – Poster and Social
- Bingara Caravan Park – Information to Residents – Flyer
- Warialda Pool Update – Social Tile
- Bingara Christmas Carnival – Poster
- Aged and Disability Access Roadshow Expo – Social Tile
- Council Meetings – Suggested Meeting Cycle – Social Tile

- Naroo Hostel – Covid-19 Lockdown – Social Tile
- Senior Exercise Classes – Poster
- Naroo Residents – Christmas Party Invitation – Social Tile
- What's On – Flyer
- Warialda Hospital Auxiliary – Market Night – Poster
- Sculpture of Charlie Woollett - Poster
- October Calendar

## **Events**

### **Warialda Honey Festival**

The Warialda Honey Festival was held on Saturday 21 September 2024 between 10am – 2pm. There were local school performances by the Warialda Preschool and St Joseph's Primary School. The Contingency Band entertained the crowd with their talented vocals. The Salvation Army provided the amusement devices for the event which are always a favourite amongst the children. Bieber the Bee was in attendance. The Gumboot Throwing Competition is one of the days most anticipated activities, participants and spectators can be sure to get a laugh out of the competition. Approximately 25 stalls were in attendance and a range of products were on offer. The weather could not have been any better. The Ford and Price families chose Helen Seage as this year's recipient of the Busy Bee Award in memory of Fay Honour and Debbie Ford. Feedback from community members to staff was the earlier start time to beat the heat was appreciated and meant event goers could enjoy the festival in comfort. There were several events scheduled on the same day which meant attendance numbers were down however the overall comments were positive.

### **Grazing on the Gwydir**

Grazing on the Gwydir 2024 which was held on Saturday 31 August was very successful and proved very popular with locals. It was a great afternoon!

### **Upcoming Events**

The Media and Communications team worked on the below events throughout the month of October and will continue to work on these events throughout the following months. Event Management Plans will be prepared for each of these activities. There are also road closures in place for both Christmas Carnivals which will require approval from the NSW Police Force and Traffic Control Committee.

Bingara Christmas Carnival – 30 November 2024

Warialda Christmas Carnival – 6 December 2024

Bingara Australia Day Awards – 26 January 2025

### **The Gwydir News**

Following the resignation of The News Editor Council in August 2023 Council advertised to fill the vacated position and at the same time sought Expressions of Interest (EOI) from organisations or groups who may seek to coordinate and manage a community newspaper or newsletter.

When the advertisement and EOI period closed Council received two applications for the Editor position and one EOI.

Council staff explored these responses and commenced negotiations with Northern Inland Community College (NICC).

The then Deputy Mayor and council staff finalised an agreement with NICC. This agreement saw the NICC produce the Gwydir News. The NICC's first issue was published in February 2024.

Council contributes to the Gwydir News each month and pays per page of content being \$216.20 excl GST. In addition, Council prints 100 copies and makes them available at its libraries, Council and CSHP offices.

### **Warialda Visitor Information Sign**

The Media and Communications team underwent training on how to create designs for the new digital sign at the Warialda Visitor Information Centre. The team also developed the process for internal and external requests for notices to be placed on the board. At the end of October, the Media and Communications team was working with the IT Department to implement a form to be filled out by those who wish to place a notice on the board, which should roll out in early November. The form created should be able to capture requests and form reports which is necessary for Council's record keeping obligations.

### **Myall Creek Massacre Memorial Site**

The Myall Creek Massacre Memorial Site continues to be well maintained and presented.

On Tuesday 22 October 2024 480 delegates and staff of Catholic Schools NSW attended the site as part of their *Catholic Schools NSW Aboriginal and Torres Strait Islander Education Conference: Spirit on Country, Learning Together, Then Now & Always*. Council staff coordinated the day which included catering. Catering was provided by two local businesses and four community groups being Warialda CWA, Warialda Lions, Friends of Touriandi and Carinda House. It was a great day which raised the profile of the site and its importance.

The Friends of Myall Creek Memorial Committee invited Councillors and Staff to the site for a personal guided tour and morning tea on Wednesday 23 October 2024. The Committee expressed its gratitude to Council for the 25-year collaboration and sought feedback as to the future of the site.

The recent plantings which are part of the ecological restoration of the woodland surrounding the site continue to survive and thrive. This project was funded by the Federal Government under its Murray Darling Basin Healthy Rivers funding program.

During September the NSW Education Standards Authority (NESA) announced that a new syllabus is being developed which will see Year 7 and 8 students required to study Aboriginal people's experiences of colonisation. The study of the Myall Creek massacre will become mandatory learning from 2027 as a component of the Curriculum. Council staff are currently developing a 'package' and marketing strategy to promote to educators for student experiences which includes The Living Classroom learning programs and facilities.

### **The Living Classroom (TLC)**

TLC has become a true community asset with many choosing to celebrate family events and happenings. It is also a hub for regional meetings. The use will continue

to grow especially due to installation of a fully integrated sound and video conference system. See attached monthly calendars of use.

A community nursery was formed in July 2023 and is a collaboration between Council and the Northern Slopes Landcare Association (NSLA).

The relationship with the University of Southern Cross (USC) continues to be a success with the onsite USC Officer running many workshops available to the public. Such workshops aim to assist regional agriculturists and small business owner to prepare and be ready for future droughts.

During the reporting period the low voltage electricity supply to the five new cabins has been completed. Essential Energy are yet to approve the final high voltage electricity design. When this approval is received the contractor will complete the project and it is hoped that electricity will finally be connected by end November 2024.

The installation of the water and sewage connections has been completed. The classroom site is yet to be connected to the town's sewage system. In addition, internal roads have been constructed and sealed.

Following the performance of *The Fish that Wanted to Fly* at The Roxy Council staff hosted school groups from Barraba Central School, Bingara Central School and Barraba Preschool at the Living Classroom. The groups watched the performance and then travelled to the Living Classroom to enjoy lunch and activities outdoors. This was an outstanding event.

### **The Roxy Complex**

During the reporting period The Roxy has been busy! See attached monthly calendars of use.

Highlights include the children's show *A Fish that Wanted to Fly* on Thursday 8 August, the fabulous GLR Country Education Foundation FABBA fundraiser on Saturday 14 August 2024, the *Unleash the Black Dog Ball* which was held on Saturday 7 September and the Councillor Farewell function held on Saturday 24 August 2024.

Fish 140

### **The Roxy Kitchen**

The trade training centre kitchen was used by a local food vendor to prepare her goods for sale, caterers, and community groups.

A community group who recently used the kitchen to cater for a Roxy event expressed concerns as to the kitchen, its items and standard. These concerns are being investigated.

### **Roxy Café**

Council continues to lease the Café to the owners of Fresh Finds. The tenants are incredibly happy in the Café and are positive advocates for the community and Council.

### **Warialda Memorial Hall**

The Warialda Memorial Hall has also been very busy during the reporting period. Highlights include *Little Red in the Hood*, the use by the local Physical Culture group

for sessions and competitions, and the Warialda Community Warriors' 60s Bash which was held on Saturday 26 October.

### **Little Red in the Hood**

The Little Red in the Hood production was held at the Warialda Town Hall on Thursday 26 September 2024. There were two performances of the play with a combined attendance of 244 children. Students from Warialda Public School, Warialda Preschool, St Joseph's Primary School, Gravesend Public School, Bingara Central School and Bundarra Central School attended the shows by Jally Entertainment. Both performances were well received, and it was evident the children thoroughly enjoyed the interactive show. For some schools, this is the only exposure students have to live theatre.

### **Bingara Riverfront Project**

Soil Conservation Service provided Council with an updated concept design in June 2024. Please note that the element which involves terracing has been dropped from the project. This design is attached.

Council is still awaiting Soil Conservation Service to commence works. The latest date given by the Service is 4 November 2024.

## **OFFICER RECOMMENDATION**

**THAT the report be received.**

### **ATTACHMENTS**

1. D As [6.2.1 - 2 pages]
2. Riverside Park - Concept Design - SCS - 30-05-2024 [6.2.2 - 2 pages]
3. August [6.2.3 - 1 page]
4. September [6.2.4 - 1 page]
5. October [6.2.5 - 1 page]

## **COMMITTEE RECOMMENDATION TO COUNCIL:**

**THAT the report be received.**

**(Moved Cr Scot Crispin, Seconded Cr Sarah Crump)**

### **CARRIED**

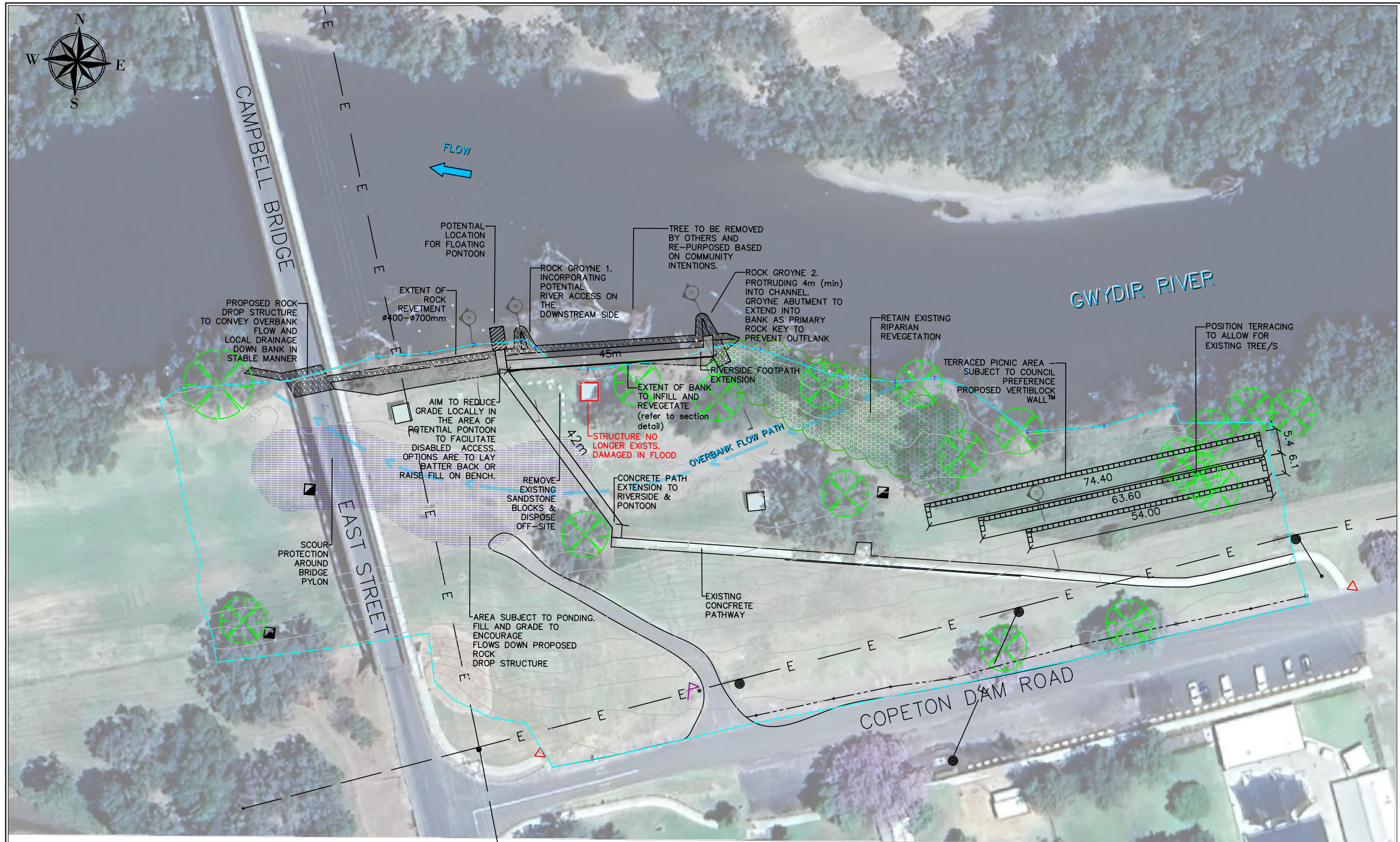
**For: Cr Adrian Willmot, Cr John Bishton, Cr Michael Collins, Cr Rachel Sherman, Cr Scot Crispin, Cr Sean Coleman, Cr Marilyn Dixon OAM, Cr Sarah Crump, Cr Tiffany Galvin and Leah Daley**




**Against: Nil**

Application No.	Applicant Name	Property Owner	Property Address	Description of Work	Date Application submitted on the NSW Planning Portal	Date Lodged with Council	Reason for time between submission & lodgement	Current Status of the Application	Type of Application
05/2024	Upper Horton Feedlot (D L Hamilton, P J Hamilton, S T Hamilton & J L Randall)	P J & D L Hamilton	2983 Horton Road Upper Horton	999 Head Cattle Feedlot	16/01/2024	22/02/2024	Invoice for fees issued and awaiting payment prior to lodgement of application	Being renotified & reexhibited for 14 days as per Community Participation Plan using amended documentation	DA
17/2024	B Clarke	B & R M Clarke	1 Poverty Flat Lane Warialda	Shed - 12.1m x 24m	6/05/2024	17/06/2024	Request for Additional Information - Site Plan and Elevations	Referred to Dept Climate Change, Energy, the Environment and Water under s91 of Water Management Act 2000	DA
22/2024	New England Northwest Planning Services	J P & M Green	Old Bora Road Bingara	Shed - 12.1m x 24m	12/06/2024	05/07/2024	Invoice for fees issued and awaiting payment prior to lodgement of application	Referred to Dept Climate Change, Energy, the Environment and Water under s91 of Water Management Act 2000	DA
23/2024	Uniplan	B E & R P Johnson	31 Martyn Street Bingara	Install premanufactured dwelling – Modify location of dwelling on site	03/09/2024	05/09/2024	Invoice for fees issued and awaiting payment prior to lodgement of application	Being notified & exhibited for 14 days as per Community Participation Plan	MOD
30/2024	M J Chivers	M J Chivers & S L Jensen	67 Riddell Street Bingara	3-Bay barn style garage with attached carport	30/08/2024	02/09/2024	Invoice for fees issued and awaiting payment prior to lodgement of application	Being renotified & reexhibited for 14 days as per Community Participation Plan using amended documentation	DA
31/2024	Polly Quinn	R D & P K Quinn	16150 Gwydir Highway Gravesend	Shale Quarry	05/09/2024	-	Request for Additional Information prior to lodgement	-	DA



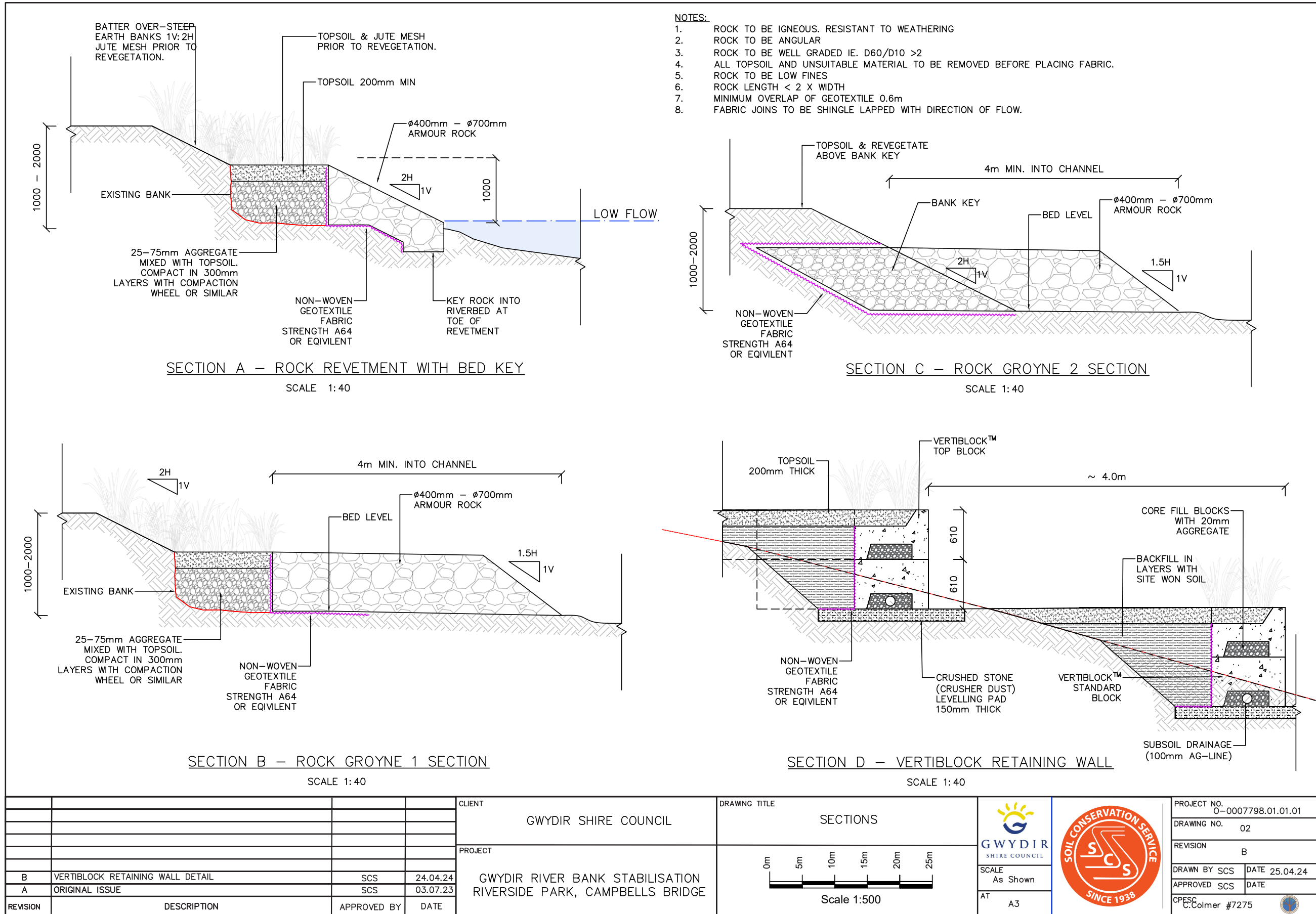
32/2024	RuralCert Pty Ltd	R S & T M Turnbull	5108 Cobbadah Road Dinoga	Construct a new principal Dwelling and convert existing dwelling to a rural worker dwelling	26/09/2024	-	Invoice for fees issued and awaiting payment prior to lodgement of application	-	DA
33/2024	Abode Building Design	Gwydir Shire Council	24 Finch Street Bingara	Change of existing use to include a Mobile Childcare Service	26/09/2024	-	Invoice for fees issued and awaiting payment prior to lodgement of application	-	DA
34/2024	Abode Building Design	Gwydir Shire Council	36 Hope Street Warialda	Change of existing use to include a Mobile Childcare Service	26/09/2024	-	Invoice for fees issued and awaiting payment prior to lodgement of application	-	DA



				CLIENT	GWYDIR SHIRE COUNCIL	DRAWING TITLE	CONCEPT PLAN	 		PROJECT NO.	0-0007798.01.01.01
				PROJECT	GWYDIR RIVER BANK STABILISATION RIVERSIDE PARK, CAMPBELLS BRIDGE	 Scale 1:750 AT A3				DRAWING NO.	01
										REVISION	E
										DRAWN BY	SCS
										DATE	09.05.24
										APPROVED	SCS
										DATE	09.05.2024
										CPESC	C.Colmer #7275
REVISION	DESCRIPTION	APPROVED BY	DATE								
D	Ret wall extension	SCS	09.05.24								
D	Path & Ret wall Revision	SCS	03.05.24								
C	CLIENT REQUESTED SCOPE AMENDMENT	SCS	24.04.24								
B	REVISION B	SCS	11.07.23								
A	ORIGINAL ISSUE	SCS	03.07.23								

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# 2024 . AUGUST











































































SUN	MON	TUE	WED	THU	FRI	SAT
				1 MEETING X2 EVENT SET UP MEETING	2 SCHOOL EVENT MEETING ROXY TOUR X6	3
4	5 MEETING	6 ELECTION INFO NIGHT MEETING ROXY TOUR X2	7 SCHOOL EVENT MEETING ROXY TOUR X2	8 NWTC MEETING MEETING X2 PRODUCTION	9 CHRISTMAS IN JULY CHRISTMAS IN JULY FABBA FABBA	10 FABBA FABBA
11 FABBA FABBA	12	13 MEETING	14 MEETING MEETING	15 MEETING X3	16 TRIVIA NIGHT TRIVIA NIGHT	17 BIRTHDAY PARTY
18	19 MEETING ROXY TOUR X6	20	21 MEETING	22	23 MEETING COUNCILORS FUNCTION COUNCILORS FUNCTION	24 BINGARA RACES BINGARA RACES COUNCILORS FUNCTION COUNCILORS FUNCTION
25 BINGARA RACES BINGARA RACES FILM CLUB	26 TRAINING	27 MEETING	28	29 TRAINING	30	31

Legend: Roxy: Theatre - Kitchen - conference room

TLC: Classroom - Bunkhouse



# 2024 . SEPTEMBER


SUN	MON	TUE	WED	THU	FRI	SAT
1  FILM CLUB	2	3  MEETING X3	4  MEETING X3  MEET THE CANDIDATES	5  QUILTERS RETREAT  QUILTERS RETREAT	6  QUILTERS RETREAT  QUILTERS RETREAT  BLACK DOG BALL  BLACK DOG BALL	7  QUILTERS RETREAT  QUILTERS RETREAT  BLACK DOG BALL  BLACK DOG BALL
8  QUILTERS RETREAT  QUILTERS RETREAT  BLACK DOG BALL  BLACK DOG BALL	9  LOCAL LAND SERVICES  AUDITORS	10  AUDITORS	11  MEETING  AUDITORS  ROXY TOUR X2	12  AUDITORS	13  PRIVATE FUNCTION  PRIVATE FUNCTION  AUDITORS  LOCAL ELECTION  LOCAL ELECTION	14  PRIVATE FUNCTION  PRIVATE FUNCTION  LOCAL ELECTION  LOCAL ELECTION
15  PRIVATE FUNCTION  PRIVATE FUNCTION  LOCAL ELECTION  LOCAL ELECTION	16  ACTIVITY  LOCAL ELECTION  BINGARA CHOIR  LOCAL ELECTION	17  RIDE FOR THE CHOPPER  RIDE FOR THE CHOPPER  MEETING  BINGARA CHOIR  ROXY TOUR	18  RIDE FOR THE CHOPPER  RIDE FOR THE CHOPPER  MEETING X3	19  SEWING RETREAT  SEWING RETREAT  MEETING X5  AUCTION	20  SEWING RETREAT  SEWING RETREAT  MEETING X4  ROXY TOUR X16	21  SEWING RETREAT  SEWING RETREAT
22  SEWING RETREAT  SEWING RETREAT	23  MEETING  BINGARA CHOIR	24  ACTIVITY  BINGARA CHOIR	25  MEETING  ROXY TOUR X5	26	27  MEETING  ROXY TOUR X4	28  BIRTHDAY PARTY  BIRTHDAY PARTY
29  FILM CLUB	30  BINGARA CHOIR					

Legend: Roxy: Theatre - Kitchen - conference room

TLC: Classroom - Bunkhouse



# 2024 . OCTOBER

SUN	MON	TUE	WED	THU	FRI	SAT
		1  MEETING  BINGARA CHOIR	2  MEETING  TRAINING  EXECUTIVE MEETING  ROXY TOUR X6	3 UNAVAILABLE  EXECUTIVE MEETING  MEETING X5	4  ROXY TOUR X5	5
6	7  BINGARA CHOIR	8  MEETING  ARIC MEETING  MEETING  BINGARA CHOIR	9  ROXY TOUR X6	10  TRAINING  MEETING  MEETING	11 UNAVAILABLE  PRIVATE FUNCTION	12  PRIVATE FUNCTION
13	14  BINGARA CHOIR	15  SCHOOL STAFF DAY  BINGARA CHOIR  ROXY TOUR X11  PROBUS GROUP	16 UNAVAILABLE  MEETING X2	17 UNAVAILABLE  UNAVAILABLE	18 UNAVAILABLE  UNAVAILABLE  MEETING  MEETING	19  WORKSHOP
20  MEETING  WORKSHOP  MEETING	21  CATHOLIC SCHOOL  CATHOLIC SCHOOL  BINGARA CHOIR	22  CATHOLIC SCHOOL  CATHOLIC SCHOOL  BINGARA CHOIR  ROXY TOUR X4	23 UNAVAILABLE  UNAVAILABLE	24  ARLF	25  ARLF  ROXY TOUR X4	26
27  FILM CLUB	28  TRAINING  BINGARA CHOIR	29 UNAVAILABLE  BINGARA CHOIR	30  MEETING	31  COUNCILERS INDUCTIONS  BCS FORMAL  BCS FORMAL		

Legend: Roxy: Theatre - Kitchen - conference room

TLC: Classroom - Bunkhouse



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## 7 COUNCILLORS' REPORTS

### **Cr Crump**

*Myall Creek Induction* - Cr Crump advised that the event that was held to introduce the Council to Myall Creek was very worthwhile. She stated that Myall Creek is a credit to all parties involved.

### **Cr Willmot**

*Change Maker Workshop* - Cr Willmot advised that he and Cr Collins had recently attended the Change Maker Workshop that was held at The Living Classroom by the Australian Rural Leadership Foundation, funded by Drought Resilience funding. He advised that the content was very useful and valuable to his role at Council.

*Warialda Town Square* - Cr Willmot advised that the Chamber of Commerce had met with Senior Staff regarding the Town Square and provided their feedback. He also requested that palm trees to be included in the space to compliment the trees in front of the Court House.

### **Cr Collins**

*Gutter Improvements* - Gutter in front of IGA in Warialda is damaged and needs urgent repair as it presents a risk to pedestrians.

*Fencing Plunkett Street Development* - advised that he had been approached by a neighbour on the highway side of the Plunkett Street development that requested a higher fence be installed to ensure privacy when the buildings in the Plunkett Street development are tenanted.

*Crime Workshops* - Cr Collins asked if Council would consider organising a Crime workshop for the northern part of the Shire. It was suggested that this could be a joint initiative between Gwydir Shire and the Rural Crime Prevention Team. NSW Farmers have held similar workshops across NSW with success.

*Wells Lane Warialda* - advised that this lane between Riddle Street and West Street is not currently maintained and advised that a member of the public has asked if Council could consider maintaining this lane to provide rear access to properties. It was suggested that the poor maintenance of the lane could be problematic in times of fire.

### **Cr Dixon**

Advised that Mrs Daphne Barrett has turned 100 this week. Mrs Barrett is a resident of Touriandi Lodge. Cr Dixon suggested that Gwydir Shire Council could forward flowers with a congratulatory note.

### **Cr Sherman**

*Open Flag Warialda VIC* - Cr Sherman is aware that volunteers at the Warialda VIC would like the mechanism for the Open Flag be replaced so the flag can be reinstalled when the building is open.



*Volunteer Base* - Cr Sherman asked that a Volunteer recruitment drive and morning tea be undertaken to increase the volunteer base at the Warialda VIC.

**Cr Bishton**

Asked if the Service NSW Statistics could be provided in the Council report for the Bingara Services NSW Office in addition to the statistics for the Warialda Services NSW that are already provided.

**8 COMMITTEE OF THE WHOLE - CONFIDENTIAL ITEMS**

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

**(Moved Cr Marilyn Dixon OAM, Seconded Cr Scot Crispin)**

**CARRIED**

**For: Cr Adrian Willmot, Cr John Bishton, Cr Michael Collins, Cr Rachel Sherman, Cr Scot Crispin, Cr Marilyn Dixon OAM, Cr Sarah Crump and Leeah Daley**

**Against: Nil**

**8.1 Adoption of the Recommendations of the Confidential Session**

The meeting was re-opened to the public at 11.55 am.

**COMMITTEE RECOMMENDATIONS TO COUNCIL:**

**THAT the recommendations of the Confidential Session, namely:**

**7.1 Confidential Organisation & Community Services Report**

**THAT the report be received.**

**be adopted.**

**(Moved Cr John Bishton, Seconded Cr Marilyn Dixon OAM)**

**CARRIED**

**For: Cr Adrian Willmot, Cr John Bishton, Cr Michael Collins, Cr Rachel Sherman, Cr Scot Crispin, Cr Marilyn Dixon OAM, Cr Sarah Crump, Cr Tiffany Galvin and Leeah Daley**

**Against: Nil**

## **9 CLOSURE**

The meeting closed at 12 Noon.