



**GWYDIR**  
SHIRE COUNCIL

## **COMMUNITY SERVICES AND PLANNING COMMITTEE**

### **AGENDA**

**Thursday 8 June 2023**

### **NOTICE OF MEETING**

Notice is hereby given that a **Meeting of the Community Services and Planning Committee** will be held in the Warialda Office Council Chambers on **Thursday 8 June 2023**, commencing at **9:00 am** to discuss the items listed in the Agenda.

Your attendance is respectfully requested.

Yours faithfully,

Max Eastcott  
General Manager

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## 1 OFFICIAL OPENING AND WELCOME - MAYOR

## 2 APOLOGIES

## 3 CONFIRMATION OF THE MINUTES

### RECOMMENDATION

**THAT the Minutes of the Community Services and Planning Committee held on 9<sup>th</sup> February 2023 as circulated be taken as read and CONFIRMED.**

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

## 5 COMMITTEE OF THE WHOLE - CONFIDENTIAL ITEMS

### May 2023 Confidential Organisation and Community Services

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

## 6 OFFICERS' REPORTS

### 6.1 May Executive 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:** Max Eastcott, General Manager

**STAFF DISCLOSURE OF INTEREST** Nil

### IN BRIEF/SUMMARY RECOMMENDATION

This report is for reception.

**TABLED ITEMS** Nil

### COMMENT

## BUILDING SERVICES – MARCH 2023 TO MAY 2023

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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 is continuing to receive a high volume of applications via the NSW Planning Portal for Construction Certificates, Complying Development and Building Information Certificates and currently has sixty active Construction Certificate approvals that are at varying stages of building process, and working towards their completion and the issue of an Occupation Certificate.

The following Construction Certificate (C/C), Complying Development Certificate (CDC), Building Information Certificate (BIC) and S68 applications have been approved for December to February 2023.

No.	Property Description	Development/Work	\$	C/C	CDC	BIC	S68
29/2019	1375 Croppa Creek Rd North Star	Footings for pre-manufactured office building	\$5,000	✓			
34/2021	427 Minilya Rd North Star	Footings for pre-manufactured office building	\$5,000	✓			
41/2022	246 Killarney Gap Gulf Creek	Completion of dwelling constructed without consent	\$19,800	✓			
48/2022	24 Ridley Street Bingara	Footings & piers for pre-manufactured dwelling	\$10,650	✓			
58/2022	28 Ironbark Dr Warialda	Garage/Shed	\$55,000	✓			
62/2022	Fairford Rd Warialda	Dwelling	\$488,720	✓			
1/2023	2-10 Faithful St Bingara	Shed	\$30,000	✓			
3/2023	16 Bassett St Bingara	Shed	\$35,000	✓			
11/2023	25 East St Warialda	Shed	\$9,000	✓			
3/2023	55 Burrundah Dr Warialda	Swimming Pool	\$40,000		✓		
4/2023	28 Ridley St Bingara	Dwelling	\$344,960		✓		
35/2022	17 Cunningham St Bingara	Minor sewerage work in relation to installation of	NA				✓

		swimming pool					
36/2022	16 Bombelli St Bingara	Water supply, sanitary plumbing, sewerage and stormwater work	NA				✓
2/2023	3 Acacia Cres Warialda	New OSSM	NA				✓
3/2023	22 Ridley St Bingara	Water supply, sanitary plumbing, sewerage and stormwater work	NA				✓
4/2023	20 Ridley St Bingara	Water supply, sanitary plumbing, sewerage and stormwater work	NA				✓
5/2023	26 Faithful St Bingara	Water supply, sanitary plumbing, sewerage and stormwater work	NA				✓
6/2023	4059 Elcombe Rd Bingara	New OSSM	NA				✓
7/2023	4011 Elcombe Rd Bingara	New OSSM, water supply and stormwater work	NA				✓
9/2023	5 Ridley St Bingara	Carry out water supply, sanitary plumbing, sewerage and stormwater work	NA				✓
11/2023	34 Holden St Warialda	2023 Warialda Show Amusement Rides	NA				✓
13/2023	26 Bowen St Bingara	2023 Bingara Show Amusement Rides	NA				✓
15/2023	Fairford Rd Warialda	New OSSM, water supply, sanitary plumbing and stormwater work	NA				✓
17/2023	55 Burrundah Dr Warialda	Alterations to OSSM	NA				✓

The following Construction Certificate (CC) approvals have been issued by a Private Certifier and registered with Council.

No.	Property Description	Development/Work	\$	C/C	CDC	BIC	S68
16/2023	20 Ridley St Bingara	Dwelling with attached granny flat	\$304,000	✓			
18/2023	22 Ridley St Bingara	Dwelling with attached granny flat	\$304,000	✓			

**NUMBER OF COMPLAINTS/INSPECTIONS March 2023 to May 2023**

Type	No.	Yr. to Date	Actioned	Pending
Building	125	466	451	15

**SWIMMING POOL INSPECTION PROGRAM**

The *Swimming Pools Act 1992* and its regulations work together with Australian Standard 1926 (AS1926) to establish the safety standards for 'backyard' swimming pools.

There are 3 different Pool Safety Standards that apply in NSW, depending on when the pool was constructed:

- AS 1926-1986, fences and gates for private swimming pools which applies to pools constructed prior to 30 August 2008
- AS 1926.1 - 2007, swimming pool safety, Part 1 safety barriers for swimming pools which applies to pools constructed between 1 September 2008 to 30 April 2013
- AS1926.1 - 2012, swimming pool safety, Part 1 safety barriers for swimming pools constructed after 1 May 2013

As a requirement of Council's inspection program, Authorised Officers have been conducting tri-annual swimming pool compliance inspections.

A total of 33 inspections have been completed, with only 3 swimming pools being declared *Non-Compliant* at the time of the first inspection.

All notices of *Non-Compliance* related to the following requirements:

- **Safety barriers (fencing)**
- **Warning Signs**

Owners of the pools identified to be *Non-Compliant* are notified of the inspection result and given a set period of time to rectify any issues to assure that the pool complies with the appropriate standard before any further action is taken.

## **BUILDING MAINTENANCE**

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

## **Projects Worked On**

Staff worked on the following projects during the reporting period:

- Nicholson Oval Clubhouse – works are progressing as expected, the main blockwork has been completed and the frame work will be erected in the coming days.
- Warialda Showground Amenities – the new amenities have been completed and works will commence shortly on the refurbishment of the old amenities building.
- Coolatai Hall – general repairs and maintenance have been undertaken
- Whitfield Place – refurbishment of a vacant unit has been completed.
- Plunket Street Aged Units – general repairs and maintenance is currently being undertaken.



*Warialda Showground Accessible Amenities*



*Warialda Showground Accessible Amenities*





*Warialda Showground Accessible Amenities*



*Nicholson Oval Clubhouse*

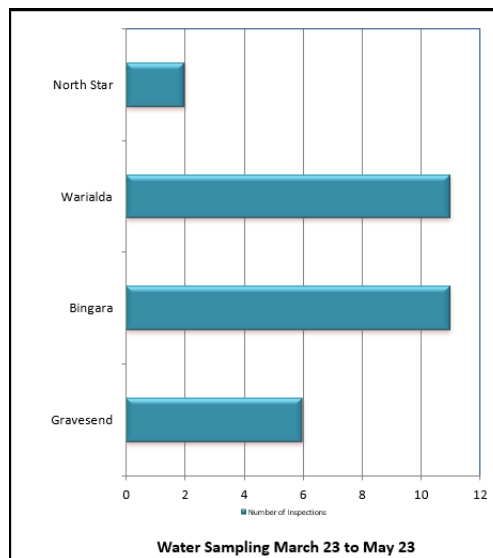
**Environmental Department 27 February 2023 to 21 May 2023**

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

- Overgrown properties
- Food premises design and fit-out
- Food handling practices
- Mobile food vendors
- Food business notification
- Pet Ownership

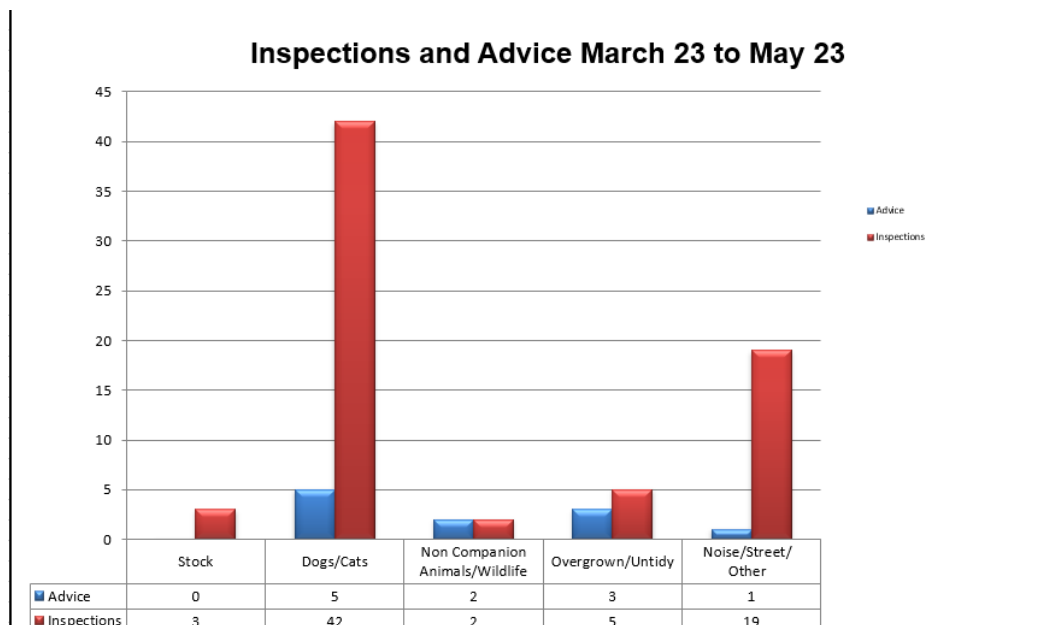
### Water Surveillance

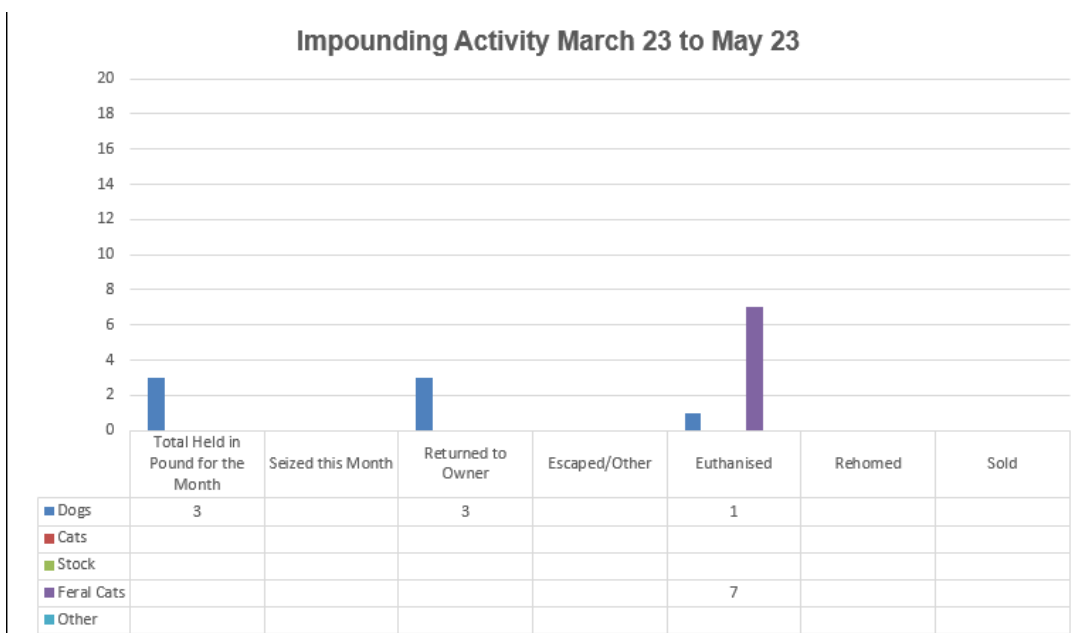
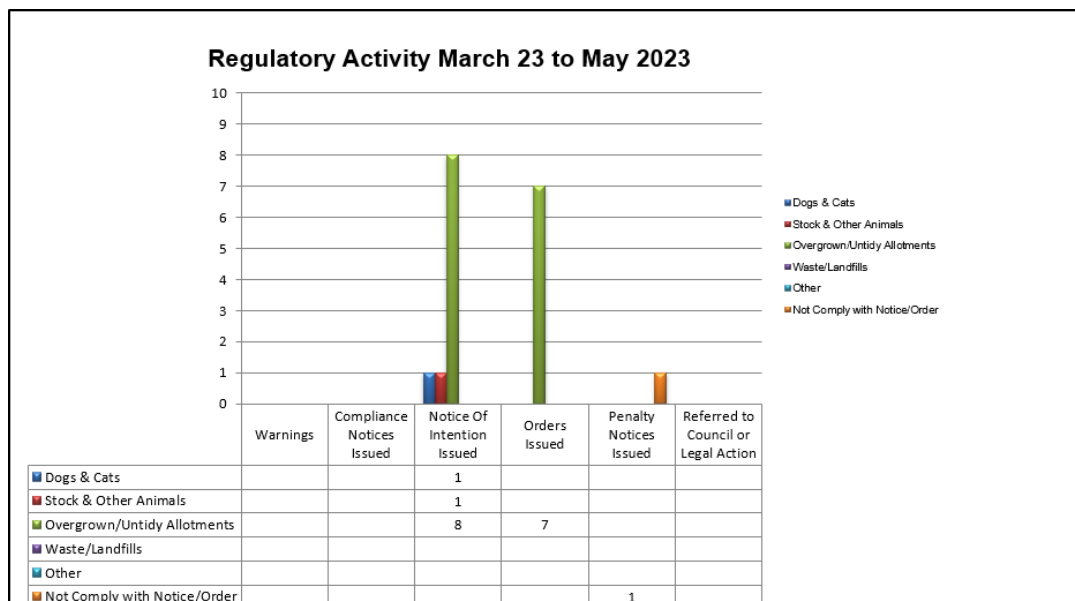
The Department continues to carry out routine sample collection for microbiological and chemical testing of the water supplies in the towns of Warialda and Bingara, fortnightly sampling of Gravesend and monthly sampling at North Star.



### Compliance and Regulatory Control

Council receives customer requests regarding overgrown block, roaming dogs, roaming stock, noise, the keeping of animals and other concerns. These are investigated and actioned as necessary.

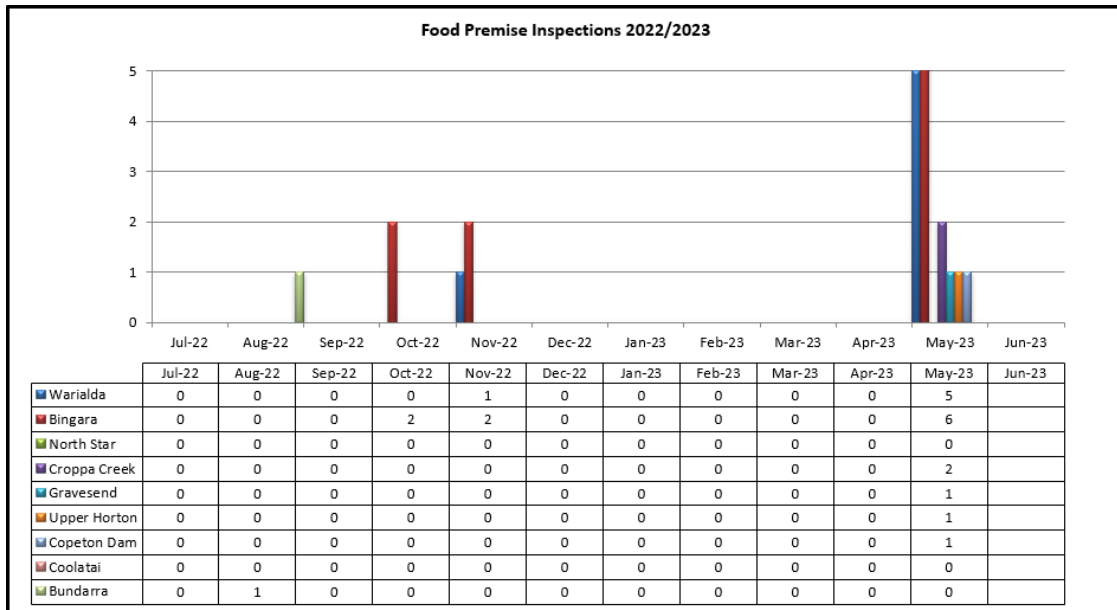




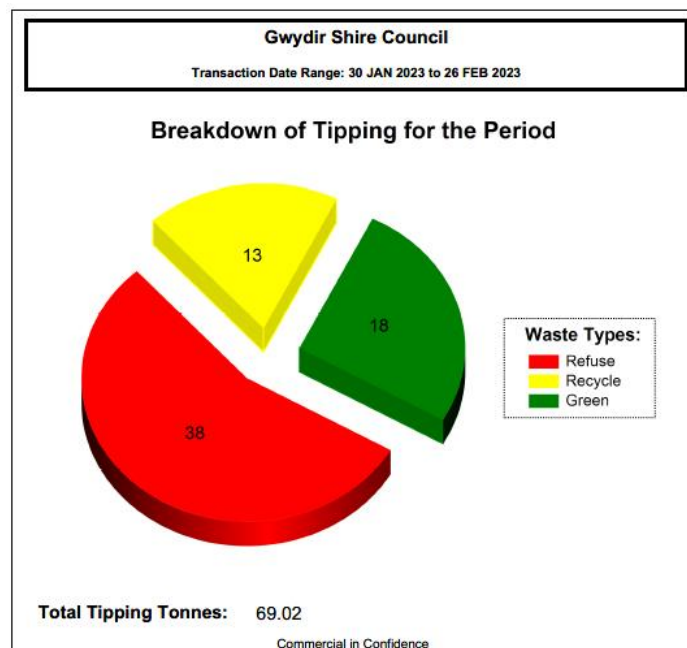
## Food Inspections

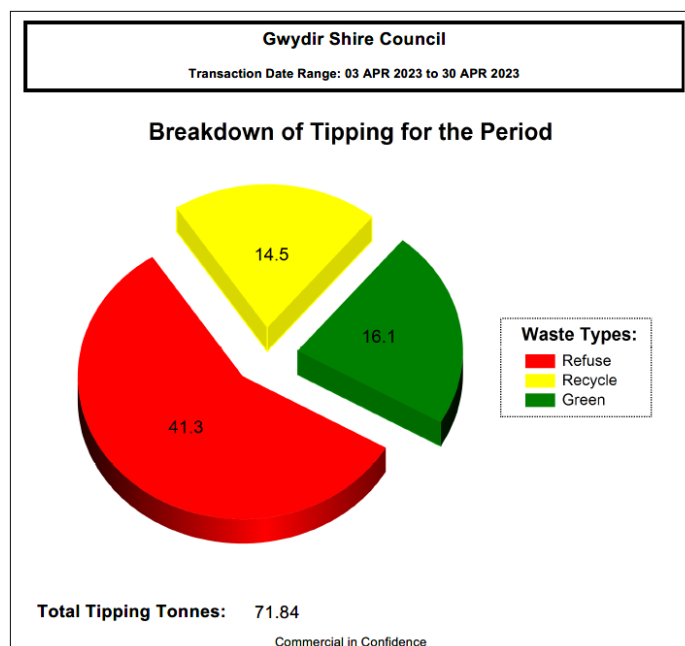
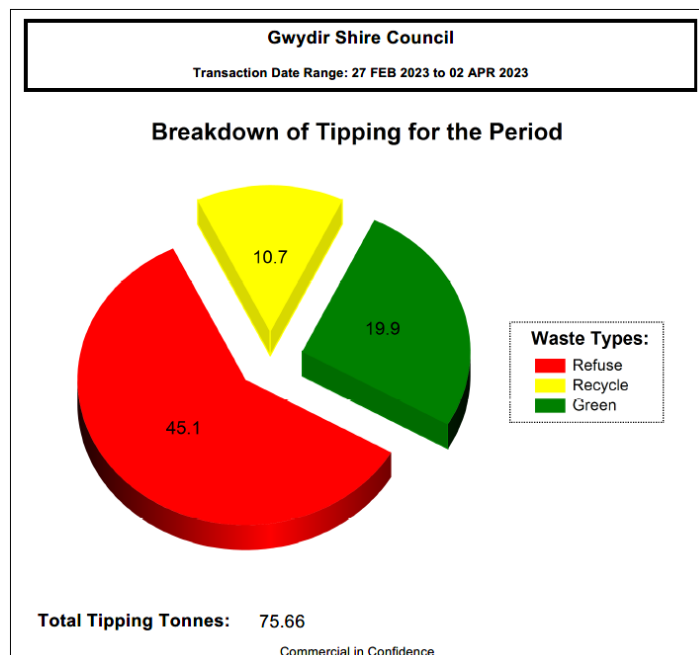
Food Premise Inspections are carried out on an annual basis for each food business. There are approximately 40 registered food service businesses within the Council area including supermarkets, clubs/pubs, motels, bakeries, cafés and takeaway food shops, mobile food vendors and school canteens. Depending on the nature of the food being served some businesses are exempt from inspection unless a complaint or issue arises.

The graph below shows inspections that have been carried for the current financial year. Enquiries or complaints are actioned as necessary.



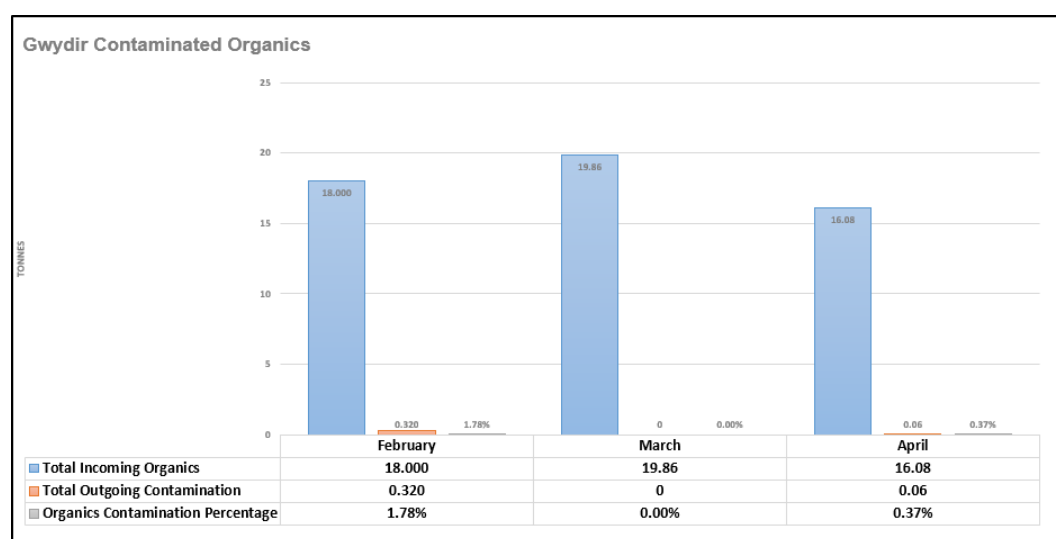
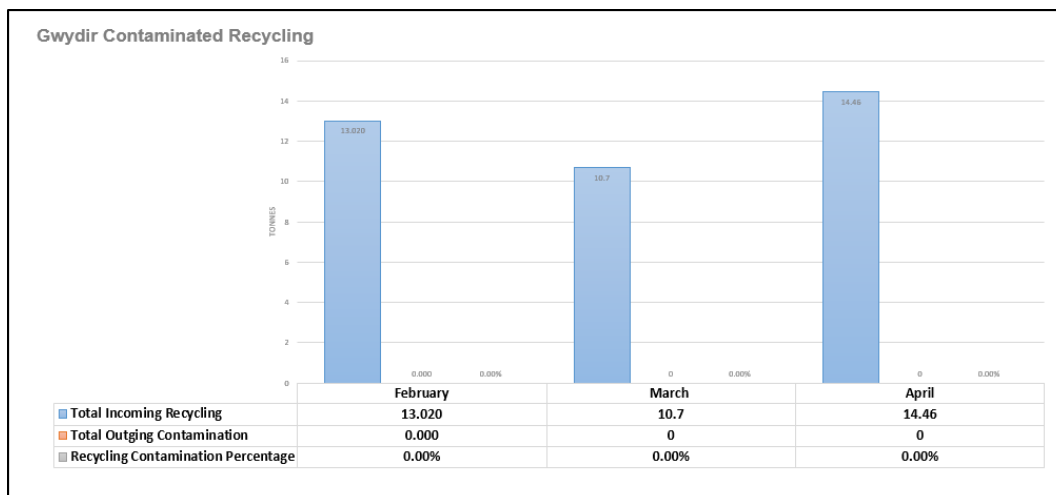
**Waste Contract Services – February 23 to April 2023**





### Contaminated Recycling and Organics Recycling Statistics

Please note that the Cleanaway recycling contamination data may not actually reflect the contamination for that month. The process will sometimes mean that the contamination over multiple months is only reported in a single month which distorts that month's figure. The recycling contamination tonnage taken over a longer time dilutes these figures into an acceptable range. This happens because the contamination is collected in skip bins and only weighed when they are full and taken to the tip, which does not occur each month.



**Commentary from Cleanaway**

**February** - Moree had an increase in contamination as it was reported from Challenge, that there were a large amount of bags or food waste that had busted open, contaminating a large portion of the load. There have been a significant increase in contamination letters being sent out, however, the recycling is still quite dirty. We have been experiencing delays with moving the recycling material from the Transfer Station due to the recycling being dirty and Challenge not being able to process.

**March** - With the backlog of recycling in the transfer station, there is no longer a delineation between Moree and Gwydir’s material. Both Council’s material is being processed as we work through the backlog, however, we are unable to report contamination separately at this stage. The material coming in has been noticeably quite dirty, however with food scraps, nappies, green waste, and larger items unable to be recycled.

**April** - There seems to have been a decline in recycling collected for the Moree Shire which has resulted in a lower contamination rate however, Moree's recycling is still appearing to be quite dirty with a lot of plastic bags and general waste being presented in the bins. We still have not caught up on the backlog of recycling but are working towards delivering more recycling for processing this month in an attempt to reduce the recycling in the Moree Transfer Station. While the contamination in the



organics appears low, we are still experiencing a lot of general waste present in the organics from Moree and Narrabri. This includes sharps, plastic bags, cans, bottles, coffee cups, bedding, nappies, and sanitary items.

### **IMPROVEMENTS AT THE LANDFILL SITES**

Warialda and Bingara Landfills have had a safety upgrade at the tip face. New high visibility wheel stops have been installed to prevent vehicles getting too close to the edge.



### **Priority Weed Control**

#### **Property Inspection Program**

Staff continue to assist land holders and the community with:

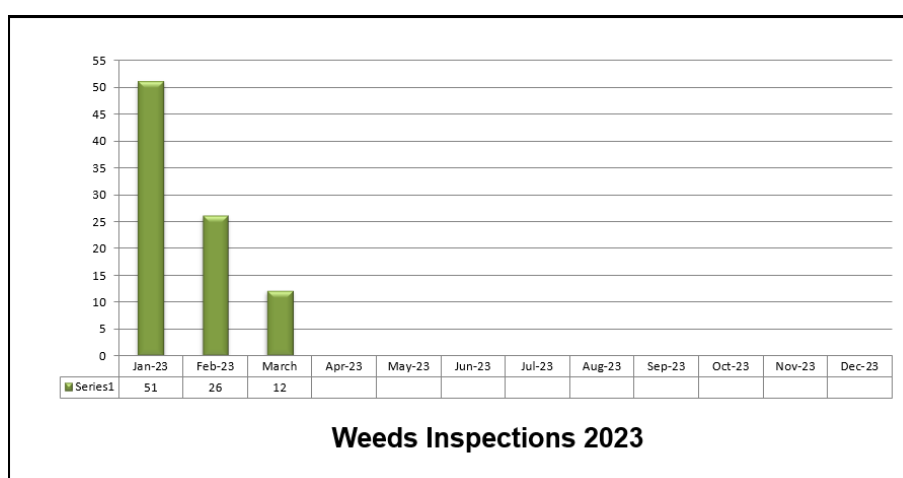
- Advice on the control of Priority Weeds and Biosecurity Duties
- Private and Public Property inspections
- Spraying of priority weeds and emerging weeds
- Authorised Officers are continuing to participate in ongoing Rapid Response Task Force in response to Parthenium Weed incursions in the Croppa Creek region and surrounds. The recent wet weather in the Croppa Creek area has caused the program to be temporarily put on hold.
- The Environmental Department has recently recruited two new Bio-Security Officers. One Officer has commenced in his role and has started and continues to work on the Willows grant that had been on hiatus due to the ongoing Parthenium outbreak. The second Officer will commence in his role the week of 29 May 2023.

### Weeds Inspections

Property inspections are being undertaken in Section E during 2022/2023 with property owners being offered support and advice on managing weeds. The parthenium outbreak at Croppa Creek continues to be inspected and monitored to ensure it is identified, contained and then eliminated.

Weeds Officers are currently concentrating their efforts on the continuing Parthenium incursion in the Croppa Creek area and the control of St Johns Wort throughout the council area.

The following graphs and charts show the noxious weed inspections carried out during the reporting period.



### Priority Weeds Inspections for 24 February to 16 March 2023

<i>Areas Inspected</i>	<i>No.</i>	<i>Ha</i>	<i>Rd km</i>	<i>Weeds Present</i>
Roadside High Risk Pathways	3	205.5	42.1	Tree Pear, Mimosa Bush, African Boxthorn, African Love Grass, Sweet Briar, Common Pear, Athel Pine
Private Property	1	3000	-	Tree Pear, Common Pear, African Boxthorn, Mimosa Bush, Mother of Millions, Harissa Cactus, Rubber Vine
Private Property High Risk Reinspection	18	417.25	68	Parthenium, Tree Pear, African Boxthorn, African Love Grass, Mimosa Bush, Johnsons Grass, Madeira Vine
Waterways	2	40	4	Willows, Mimosa Bush, African Boxthorn, Tiger, Green Cestrum, Honey Locust, Pepper Tree, White Cedar
Department Lands	1	1.5	-	Green Cestrum, African Boxthorn, Honey Locust, Pepper Tree, White Cedar
Other Council Lands	4	4	0.2	Parthenium Weed, Tree Pear, Mimosa Bush, Thorn Apple
NWLLS Reserves	5	54.25	9	Parthenium, Common Pear, Tree Pear
Truck stops	3	0.75	-	Common Pear, Tree Pear, Mimosa



				Bush
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**Priority Weeds Control Works for 24 February to 16 March 2023**

<i>Road</i>	<i>Weed Code</i>	<i>Area - Ha</i>	<i>Length of Road/Waterway</i>	<i>High Risk Pathways</i>	<i>Roadside</i>	<i>Private Works</i>	<i>other</i>
Merrivale	Parthenium	15	3	1			
Warialda Rail Landfill	All weeds	3	-				1
Bingara Common/Gwydir River	Green Cestrum	5	1	1			
Merrivale	Parthenium	35	7	1			
Wyellan Park	Parthenium	1	-	1			
Merrivale	St Johns Wort	5	-	1		1	

The Planning & Environment Department report for February 2023 to May 2023 was compiled with information available at the time of preparing the report.

**OFFICER RECOMMENDATION**

**THAT the report be received.**

**ATTACHMENTS**

Nil

## 6.2 May Organisation & Community Services

**File Reference:** NA

### **Delivery Program**

**Goal:** 5. Organisational management

**Outcome:** 5.1 Corporate management

**Strategy:** 5.1.3 Administrative and support functions

**Author:** Organisation And Community Development Dir

### **STAFF DISCLOSURE OF INTEREST**

Nil

### **IN BRIEF/SUMMARY RECOMMENDATION**

The monthly Organisation and Community Services Report details the activities carried out by the Department during May 2023.

**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.

### **COMMENT**

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

##### **Resident News & Outings**

There have been no outings due to Covid outbreak and lockdown.

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

##### **Budget**

Sharon Baker

##### **Meetings**

Next meeting with CHSP Manager to be advised.

##### **Volunteers**

Meals on Wheels volunteers are still low would be great if more come on board.

##### **Transport And Trips**

Two trips to Inverell Shopping this month. Client transport covered Armidale, Tamworth, Moree, Inverell, & Toowoomba this Month.

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Warialda clients enjoyed the morning at the Mt Russell Lavender farm for morning tea & a little shopping then attended the Delungra Pub for lunch.

### Social Support

Social support always given when attending Day Centres, outing, Meals on Wheels phone calls, clients calling in & transport.

### Day Centres

Those attending Daycentre Monday, Wednesday & Fridays numbers have been down this Month due to the increase of COVID in our area.

### Food Service

Positive feedback from Meals on Wheels clients with meals supplied by Naroo. Clients enjoying meals at Daycentre Monday, Wednesday, and Friday.

<b>Warialda/Delungra CHSP Monthly Report May 2023</b>		
<b>Day Centre</b>	<b>Delungra</b>	<b>Warialda</b>
Total active clients	19	108
Clients receiving service	11	52
Total Meals in Centre	35	160
Hours Clients Receive in Centre	126	448
<b>Social Support</b>		
Number of Clients	11	52
Individual Hours	10	96
Group Hours	1	352
Total Hours Received	115	448
<b>Food Service (Meals On Wheels)</b>		
Clients	0	9
Meals	0	208
<b>Transport</b>		
Number of Clients	2	20
Number of Trips (return trips)	4	68
<b>Access Bus - Inverell</b>		
Number of Clients	1	7
Number of Trips (per month)	1	2
<b>Volunteers</b>		
Number of Volunteers for the Month	2	28
Monthly Volunteer Hours	16	500
<b>Outings/Functions</b>		
Number of clients		Lavender Farm visit x 7

## SOCIAL SERVICES

### Bingara Neighbourhood Centre

*Funding body – NSW Department of Communities and Justice*

Bingara Neighbourhood Centre has had a busy month with a number of residents requiring assistance with access to welfare due to the rising electricity and gas prices. Country Women's Association (CWA) has provided financial assistance to those in need as has the Bingara Op Shop. The CWA has also kindly donated two "Life Vac" packages to prevent choking in children and adults, these are located at the Bingara Toy Library and Tharawonga Mobile Resource Unit.



### **S355 Committees Bingara Community Op Shop**

May has been a month of refining systems, transitioning from summer to winter clothing, using the newly purchased scissor lift, initiating the 'Share Your Story' activity, extending the yard, beginning preparations for The Orange Festival, dressing in orange to acknowledge the SES and appreciating our volunteers during volunteer week.

The sorting team is now taking more responsibility with the furniture and a holding items proforma has been developed to streamline that activity. The Share Your Story event was highly successful with Brian from Warialda talking to the team as well as Anglicare sharing their programs and bringing a massive morning tea. An Orange Festival meeting was held, with a float, soup and lantern evening as well as a specialties sale in the marquees, and special plant sales being the events that will be held during the festival.

The number of volunteers continues to grow although some of the team have been unwell over the month. A task list has been written for the shop so the volunteers can cover daily and weekly tasks more efficiently. The pot plants out the front have prevented any further damage to the awning. A thank you the Bingara community for their consideration. All electrical items are now being tagged by Rob Small and thank the council for this.

The shop continues to grow, gain a great reputation and is known as the place to be where lots of things happen. May has been a successful month.



### **Centrelink**

The Centrelink Agent Coordinator visited the office on the 9 May 2023 to conduct a service audit. The agent stated everything, other than branding, was fine. She said this is an issue that is being rectified at all agencies with new signage being organised. Council's Centrelink agent will need to take and send photos of the new signage once it arrives and has been installed.

### **Youth Service**

*Funding body – NSW Department of Communities and Justice*

The after-school program at Warialda continues and has now been promoted through Facebook posts. Wednesday afternoons are for board games and quiet activities, still held in the Commonwealth Home Support Program (CHSP) room. Thursdays are now in the Memorial Hall, where the young people can participate in more energetic pursuits, including skipping ropes, hula hoops and ball games.



### **Youth Exchange**

Plans well under way for next month's Youth Exchange with Willoughby. Ten students and two supervisors will be coming from Willoughby and Gwydir youth have submitted nine applications. With the possibility of one or two extras.

### **Youth Week**

*Funding body - NSW Department of Communities and Justice*

Following on from the Youth Week activities in April, a silent auction, for collaborative works, was held at the Warialda Show. A couple of pieces were sold for a minimal amount. The more exciting part was that of the thirteen pieces entered (only thirteen entered due to the \$5 per item entry fee), they received one 'second prize' and three 'highly commended'. All 34 remaining art works were entered in the Bingara Show (entry fee was \$1 per item). Two pieces were sold, and one received a first prize award!

Congratulations to all! Funds received from prize money and sales went towards the cost of entering the art works in the shows.







### Youth Mentoring Program

Month	Number of Participants
May 2023	3

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

### Supported Playgroup Development Worker

*Funding body – NSW Department of Communities and Justice*

Warialda Toy Library	April	May
Total daily attendance count for children (calculating each child, each day over the month – total points of contact)	<b>62</b>	<b>74</b>
New full borrowing members	1	0
New and renew non borrowing members	0	1
New and renew casual borrowing members	0	0
Commemorative Birth Certificate applications received	2	4
Toys returned	3	2
Toys borrowed	3	3
Groups using the service (FDC Carer, Pharmacy)	0	0
Monday group activity 3 sessions	10	12

Warialda Toy Library	April	May
Tuesday group activity 3 sessions	25	21
Thursday group activity 3 sessions	15	19
Friday group activity 2 sessions	12	12

The Toy Library has had a staff change over with the Early Childhood Educator going on Maternity Leave, and a new Supported Playgroup Development Worker taking the reins.

With the cold weather change this month most activities have been indoors. The children enjoyed free play, painting, playdough, building blocks and a lot more fun.



The children enjoyed playing along together with the musical toys and painting with their hands after doing Mother's Day crafts.



During the remainder of the month, The Toy Library will be holding the Commemorative Birth Certificate Ceremony along with Story Time with Miss Helen.

**Bingara Toy Library**

*Funding body – NSW Department of Education and Communities*



May saw the beginning of much colder weather, sickness amongst staff and families. Mother's Day in the second week had the children making bookmarks, rocky road chocolate, decorating gift bags, handprint art and card making. Each playgroup and Kool Skool program day for the first two weeks were filled with these exciting things to make.

Families were asked to bring along nan, pop, dad, mum, or a special friend to show them the fun things they get up to at Playgroup. On Tuesday 16 May 2023 families enjoyed a cuppa and lamingtons and enjoyed the handouts which were part of the Families Week celebration. Promotional items will be dispersed over the next visits for the families who did not attend on the Tuesday.

Particulars	March 2023	April 2023	May 2023
Total daily attendance count for children who utilised the service for the month	137	40	88
Full borrowing memberships New/Renew	0	0	0
Non borrowing memberships New/Renew	0	0	1
Casual borrowing memberships New/Renew	0	0	1
Commemorative Birth Certificates	1	0	1
Toys returned	0	6	16
Toys borrowed	10	8	9
Children and Groups using toys	6	8	8
Tuesday group morning session x 4	22c 23a	8c 8a	15c 13a
Wednesday group morning session x 3	34c 26a	19c 12a	18c 16a
Thursday group morning session x 3	24c 21a	3c 2a	10c 7a
KSK group afternoon session x 7	40b 17g	7b 3g	33b 12g

(a = adults, c = children, b = boys, g = girls)

Wednesday 24 May 2023 saw Playgroup visit the local Preschool for a play date. This was a fabulous morning for the families who attended. The Preschool staff and children provided lots of activities to enjoy and let families get a real feel for what a morning at Preschool might look like. Simultaneous story time was one of the highlights whilst families visited, with it being live streamed from the outside smart board for all to watch.

Kool Skool program children made Mother's Day gifts and cards, played games in the backyard, enjoyed chalk drawings on the front path, Lego, find a word and

making a bat from a paper plate, blowing up a balloon and seeing how many times they could hit it in the air.

Handouts this month included information on why play is important, scissor and pencil grip, foundation style writing plus talked about the upcoming events here and in our community.

### **Bingara Preschool**

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

Days	May 2023
Tuesday	28
Wednesday	27
Thursday	24
Friday	27

### **Mother's Day.**

During the first two weeks of May, the children worked hard on creating their Mother's Day gifts. This year the children each made a very special card, and inside was a photo of them telling their mum why they love her. The children also decorated the outside of a special candle for their mum.



### **Bingara Show.**

The Bingara Preschool children had the opportunity to create three entries for the Bingara Show. The children have had a special interest in caterpillars and butterflies, so two of these entries explored this further. The first being a beautiful butterfly print and the second was manipulating the air-dry clay into butterflies and other shapes. Lastly, the children made biscuits with healthy decorations including glazed cherries, oats, and coconut.



### **Bingara Preschool Training**

#### *Quality Improvement Plan*

On Tuesday 24 May 2023, the Educators reviewed the Social Services current Quality Improvement Plan. Many of the current goals have now been completed and the team have now identified new goals to work towards. One of the main goals identified is for the new space to be Licensed and then for this classroom to be used effectively, efficiently, and constructively. For this to happen, the team needs to constantly review and analyse the use of the new space, and the organisation of the Educators within the different play environments. This goal links to the National Quality Standard 4.1.1 – Organisation of Educators.

#### *Induction of New Educator*

On Thursday 18 May 2023, Bingara Preschool welcomed another Educator to the team. The new Educator engaged in a full induction with the Director which included a range of important practices including Workplace Health Safety, Code of Conduct and Medical Action Plans. This Educator has a Diploma in Education and Care and will be employed as a casual Educator for the Service.

#### *National Simultaneous Storytime*

On Wednesday 24 May 2023, the Bingara Toy Library families visited Bingara Preschool to share in the celebration of National Simultaneous Storytime. The National Simultaneous Storytime is an annual event where the same story is viewed by early childhood children around Australia at the same time. This year the story was 'The Speedy Sloth' by Rebecca Young and Heath McKenzie. The Bingara Preschool purchased two copies of the story using the Scholastic Book Club reward points that had been accumulated. The Toy Library families and the Preschool children joined together and watched the Author read 'The Speedy Sloth' on the new outdoor Smartboard which was donated from Bingara Central School. All the children enjoyed sharing morning tea and exploring the outdoor yard together during this visit.



**Educational Leader - Monthly Report:**

One on one, in house training was facilitated for an Educator who has just been allocated a focus child. The Educator wanted to gain a greater understanding of the expectations of the Service, the curriculum planning cycle including observations and programming. The training also covered the children's special book that they share with families at the end of the year.

**Tharawonga Mobile Resource Unit**

*Funding Body – Australian Government Department of Education, Skills and Employment*

Days and Venues	Month
Monday – Croppa Creek	6 (1 extra casual place)
Tuesday – North Star	10 (7 extra casual places)
Wednesday - Yallaroi	9 (4 extra casual places)
Thursday – Yetman	4 (0 extra places)
Friday – North Star	4(6 extra places)

*Significant celebrations* - Children made a special gift for their mothers (or significant women in their lives) to celebrate Mother’s Day. They filled small bottles with olive oil, cut garlic and rosemary leaves to infuse in the oil and traced their hands to make one-of-a-kind cards. We hope the children will enjoy cooking something special with their mums. Children shared why they love mum and what makes their mum special. Tharawonga invited families to share in morning tea and visit our service during National Families Week. Children drew and painted family portraits to share with their families. We also participated in National Road Safety Week, National Simultaneous Story Time and Reconciliation Week. Educators will continue a strong focus working to embed Aboriginal and Torres Strait Islander culture, awareness and actions for reconciliation within our service for the remainder of this term and year.

*Parent Involvement* - Tharawonga Parent Fundraising Committee have organised for children to draw a picture plate as a fundraising initiative for our service. Educators have revamped our parent Facebook group to share educative resources, links to



the Early Years Learning Framework, connections to significant celebrations and days and encourage discussion about what our service is planning and providing for children.

### Community Visits

#### *Yetman*

Yetman children are very interested in cooking and baking, engaging in dramatic play in making toast, pancakes, cupcakes, and sandwiches in home corner, the café and in the playdough area. Educators provided a toast making experience, where children toasted fresh bread and used butter knives to spread different toppings on to taste. Yetman Public School invited us to join in their Biggest Morning Tea, raising funds for Cancer Council and sharing morning tea with the school and families. Educators intentional teaching focuses on playing musical instruments and learning about beat, colour recognition, and gross movement skills through dance and basic modified sport games, such as What's the Time Mr. Wolf and T-balls striking.



#### *North Star*

Ants have been a strong interest over a few weeks. Children continue excavating the tree stumps in the yard and are working to move the soil within our garden bed to help fix it up. They discover and investigate the bugs found in these processes. Educators supported children to research the insects on the iPad and have read interactive and educational insect stories to children. We are learning to observe and care for the natural world. Educators provided a range of cutting experiences for the children to develop fine motor skills and strength and use their imagination and creativity to do 'making'. Children are learning to move their bodies in unique ways, using hula hoops, dancing to music, and playing with the parachute. The balance bikes have also been popular, especially with the traffic lights and cones. Educators are teaching intentionally about shapes, patterns, and school readiness skills. Educators helped children research how to build and fly kites on a windy day.



### *Yallaroi*

Children are exploring and investigating shapes. They are constructing using waffle blocks, making cubbies, rockets, dog kennels, and towers. Educators provided rubber band boards and peg boards with shape patterns for children to follow, cutting along different shape outlines and lines, and identifying shapes in images in the service and within their own drawings. Children have been enjoying the warmer afternoons, playing outside in teepees and cubbies, using the parachute to play group games and observing the natural world as it changes seasons to winter. The Hungry Caterpillar has become a teaching focus and learning experience extending several weeks. Children have also shown interest in hair dressing and nail technician careers, bringing their home culture and lived experiences to our service.



### *Croppa Creek*

Educators are teaching children about sound and music. Children have been concentrating to listen to individual sounds and discuss them. They are developing language skills to describe the sounds as well. Children are dancing to music and stopping when it stops, learning about timing and tapping to the beat. Children are interested in sensory experiences, stemming from a dinosaur sensory tray in which dinosaurs played in a sticky, oozy swamp. Educators are extending children's language and pre-mathematics development in making playdough following a recipe. Children have then used the playdough in cutting experiences, sensory play and exploring natural materials. Educators have also focused on developing children's balance skills and throwing and catching abilities using games like throwing a ball through the frog's mouth, ring toss and catching soft balls.



### CUSTOMER SERVICE REQUESTS (CRMs)

CRMs carried forward from:

Department	Outstanding as at 1 May 2023	Completed since 1 May 2023	Outstanding as at 1 June 2023
Technical Services	39	17	22
Environment and Sustainability	20	10	10
Town Utilities Parks and Gardens	10	0	10
Building Services	15	7	8
<b>Total Outstanding</b>	<b>84</b>	<b>34</b>	<b>50</b>

CRM's - 1 May 2023 to 1 June 2023:

Department	Received during May 2023	Completed during May 2023	Outstanding as at 1 June 2023
Technical Services	13	0	13
Environment and Sustainability	13	0	13
Town Utilities Parks and Gardens	17	0	17
Building Services	5	2	3
Executive	0	0	0
Organisation and Community Services	1	1	0
<b>Totals</b>	<b>49</b>	<b>3</b>	<b>46</b>

CRMs received since 1 May 2023 and still outstanding as at 1 June 2023:

<b>Department</b>	<b>Open</b>
Technical Services	35
Environment and Sustainability	23
Town Utilities Parks and Gardens	27
Building Services	11
Executive	0
Organisation and Community Services	0
<b>Total</b>	<b>96</b>

### **CONSULTATION**

Consultation has occurred within the Organisation and Community Development Directorate.

### **POLICY IMPLICATIONS**

Policy implications are those relating to the 2021/2022 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 2021/2022 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 2021/2022 Operational Plan.

### **OFFICER RECOMMENDATION**

**THAT** the report be received.

### **ATTACHMENTS**

Nil



### 6.3 Service Review Report

**File Reference:** NA

#### **Delivery Program**

**Goal:** 5. Organisational management

**Outcome:** 5.1 Corporate management

**Strategy:** 5.1.1 Financial Management and accountability systems

**Author:** Business Improvement & IT Coordinator

**STAFF DISCLOSURE OF INTEREST** Nil

#### **IN BRIEF/SUMMARY RECOMMENDATION**

The service review report recommends the services to be reviewed in the 23/24 financial year.

**TABLED ITEMS** Nil

#### **BACKGROUND**

The Integrated Planning & Reporting (IP&R) Guidelines for Local Government in NSW, September 2021, prepared by the NSW Office of Local Government, refer to service reviews. The requirements outline the need for the Delivery Program to identify areas of service the Council will review during its term and the Operational Plan must specify each review to be undertaken that year.

The expectation is that all Councils will have a service review program in place for the new IP&R cycle following the 2024 local government elections.

#### **COMMENT**

As Council is developing the service review process during the 23/24 financial year, it is suggested that first services to be reviewed are:

- Parks and Gardens
- Tourism

The next delivery plan is due next financial year, and the Council will be provided with a service catalogue, that is still currently in development.

From the service catalogue the Councillors will be able to choose the service reviews for the next term, as legislated in the Integrated Planning & Reporting (IPR) Guidelines. Each operational report will list a subset of the chosen services to be reviewed for each year during the Council term.

#### **OFFICER RECOMMENDATION**

**THAT the Parks and Gardens and Tourism services are reviewed in the 23/24 financial year.**

**ATTACHMENTS**

Nil

**7 COUNCILLORS' REPORTS**

**8 CLOSURE**