



G W Y D I R
SHIRE COUNCIL

**MINUTES COMMUNITY SERVICES AND PLANNING
COMMITTEE**

GWYDIR SHIRE COUNCIL

THURSDAY 13 MAY 2021

COMMENCING AT 9.55 AM

WARIALDA COUNCIL CHAMBERS

Present:

Members: Cr. John Coulton (Mayor), Cr. Catherine Egan (Deputy Mayor), Cr Marilyn Dixon OAM, Cr. Jim Moore, Cr. Geoff Smith, Cr. David Coulton, Cr Stuart Dick, Cr Tiffany Galvin, Cr Frances Young and Leeah Daley (Deputy General Manager)

Staff: Max Eastcott (General Manager), Helen Thomas (Manager, Finance) and Alex Eddy (Manager, Engineering Services)

Public: Nil

Visitor: Nil

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Chairman

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OFFICIAL OPENING AND WELCOME – MAYOR

APOLOGIES All members present

CONFIRMATION OF THE MINUTES

COMMITTEE RESOLUTION:

THAT the Minutes of the previous Community Services and Planning Committee Meeting held on Thursday 11 March 2021 as circulated be taken as read and CONFIRMED.

(Moved Cr Galvin, seconded Cr D Coulton)

PRESENTATION Nil

CALL FOR THE DECLARATIONS OF INTERESTS AND CONFLICTS OF INTEREST Nil

ADDITIONAL/LATE ITEMS

COMMITTEE RESOLUTION:

THAT the following items, namely:

- 1. Warialda Medical Centre (Confidential)**
- 2. Gwydir Learning Region Monthly Report**
- 3. Children's Day Care - Warialda**

are accepted as late items onto this Agenda for discussion.

(Moved Cr Egan, seconded Cr Young)

COMMITTEE OF THE WHOLE – CONFIDENTIAL ITEMS

COMMITTEE RESOLUTION:

THAT the Council resolve into Confidential Session, Committee of the Whole and that in the public interest and in accordance with Section 10A(2)(a) 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 Dick, seconded Cr Young)

ADOPTION OF THE RECOMMENDATIONS OF THE CONFIDENTIAL SESSION

COMMITTEE RECOMMENDATION TO COUNCIL:

THAT the recommendations of the Confidential Session, namely:

Confidential Organisation and Community Services Report

THAT the Confidential Organisation and Community Services Report be received.

Warialda Medical Centre

THAT the Warialda Medical Centre report be received.

Councillor Report

THAT the Councillor report regarding the Salvation Army Buildings in Bingara is noted.

are adopted.

Item 1 Executive April 2021 Monthly Report

FILE REFERENCE 21/10534

DELIVERY PROGRAM

GOAL: 5. Organisational Management

OUTCOME: 5.1 CORPORATE MANAGEMENT

STRATEGY: 5.1.3 Administrative functions - GM - internal

AUTHOR General Manager

STAFF DISCLOSURE OF INTEREST Nil

IN BRIEF/ SUMMARY RECOMMENDATION

This report is for notation.

DEVELOPMENT

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

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

The following Construction Certificate (C/C), Complying Development Certificate (CDC), Building Information Certificate (BIC) and S68 applications have been approved for the month of April 2021.

No.	Property Description	Development/Work	\$	C/C	CDC	BIC	S68
1/2021	1 Sophies Lane Warialda NSW 2402	Construction of Garage/Shed	\$8,500	✓			
3/2021	49 Railway Parade Gravesend NSW	Conversion of existing 1A dwelling to Class 6 commercial premise, including a takeaway food	\$100,000	✓			

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	2401	and drinks and an attached deck and fencing/privacy screen					
2/2021	Vicarage Café 9-11 Edward Street North Star NSW 2408	Conversion of existing 1A dwelling to Class 6 commercial premise				✓	
3/2021	24 Byrnes Street Bingara NSW 2404	Erection of Double Garage				✓	
2/2021	1681 Glenesk Road Balfours Peak NSW 2403	Install new OSSM System					✓
7/2021	7 White Street Bingara NSW 2404	Install new OSSM System					✓
1/2021	Royal Hotel 51 Hope Street Warialda NSW 2402	Construct an attached awning over the beer garden area	\$8,000		✓		

The following Construction Certificate (C/C) and Complying Development (CDC) applications were approved by a Private Certifier and lodged with Council during the month.

No.	Property Description	Development/ Work	\$	C/C	CDC
7/2021	29 Crane Street Warialda NSW 2402	Erect 7m x 7m x 3m Carport	\$5,000	✓	

ILLEGAL ACTIVITY

ACTIVITY	No	ACTION TAKEN					
		Inspected	Letter Sent	Application/ Certificate/ Lodged	Penalty Notice	Legal Action	Refer to Council
Complaints received regarding possible illegal building works	1	No	Under investigation – received 30/04/2021	NA	NA	NA	NA

NO. OF COMPLAINTS/INSPECTIONS April 2021

Type	No.	Yr. to Date	Actioned	Pending
Building	35	145	134	11

BUILDING MAINTENANCE

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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.

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 51 inspection have been completed, with 10 swimming pools being declared *Non-Compliant* at the time of the first inspection.

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

- **There must be an appropriate warning sign, including details of resuscitation (CPR) techniques, in the immediate vicinity of the pool area and which can be easily read from a distance of 3 metres.**
- **The gate must swing freely, and closes and latches by itself from any position.**

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.

Projects Worked on during April 2021.

Staff worked on the following projects during April:

- Completed refurbishment of Unit 6 Whitfield Place.

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- Completed Warialda Rec Ground Bar/BBQ Function Centre. The new Function Centre was completed just in time to be utilised for the recent 100 Year Warialda Football Reunion where the attendees were most impressed with the new facility.



Warialda Recreation Ground Bar/BBQ and Function Centre



Rear view of the Function Centre

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Function Centre BBQ area

PLANNING and DEVELOPMENT

The following Development (D/A) and Development Modification (s96) applications were approved during April 2021.

No.	Property Description	Development/ Work	\$	D/A	S96
12/2019	TK & TJ Roberts and Gwydir Shire Council Lot 3 DP 751113 396 Taroona Road Warralda	15,000m ³ (30,000 tonnes) Decomposed Basalt Quarry	\$5,000	✓	-
37/2020	Chippen Holdings Pty Ltd Lot 15 & 33 DP 17921 & Lot A & B DP103346 7-11 Edward Street & 8 David Street North Star	Neighbourhood Shop/Café/Restaurant/ Service Station including Roadside Signage	\$330,000	-	✓
12/2021	Love Associates Pty Ltd Lot 20 DP 751093 2680 Mosquito Creek Road Warralda	Swimming Pool	\$49,000	✓	-
13/2021	T J & M I Clarke Lot 1 DP 1217895 1842 Oregon Road Warralda	15,000m ³ (30,000 tonnes) Decomposed Basalt Quarry	\$5,000	✓	-
14/2021	Gwydir Shire Council Lot 1 & 2 DP 220137 Bingara Preschool 98 Maitland Street Bingara	Additions of a classroom, office/storeroom, accessible bathroom and ramp to front of existing early childhood education facility	\$175,000	✓	-

The following Development (D/A) and Development Modification (s96) applications remain outstanding at the end of April 2021.

No	Property Description and Description of Work	Reason	D/A	S96
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49/2016	Ceres Ag 'Gunyaerwarildi' 1470 North Star Road Warialda - Continued occupation/use of rural worker accommodation being the installation of a number of premanufactured cabins	Approved in principal awaiting compliance certification or engineering certification for the cabins	✓	-
39/2019	DJ Bull Fairford Road Warialda - 2 Lot Large Lot Subdivision	Request for Additional Information from applicant in relation to requirements under the Biodiversity Conservation Act 2016	✓	-
03/2020	R J Swain Adams Scrub Road Delungra - Quarry	Being assessed	-	✓
6/2021	S A Donaldson 161 Ashton Road Yallaro - 29,000m ³ Quarry	Being assessed	✓	-
10/2021	C Mundkowski Ironbark Drive Warialda - Dwelling	Being assessed	✓	-
11/2021	P Tonkin 671 Kirkton Road Pallamallawa - Quarry	Being assessed	✓	-
15/2021	Meador Constructions & B J Barwick 12921 Gwydir Highway Warialda - Additions to existing Dwelling	Being exhibited and notified	✓	-
16/2021	R Karr / J Irlam 10 Gwydir Terrace Bingara - Addition of verandah to front of existing dwelling and conversion of part of existing detached shed to a Granny Flat	Being exhibited and notified	✓	-
17/2021	AG Anderson 943 Moreena Mail Road Bangheet - Amalgamation of two rural allotments	Being exhibited and notified	✓	-
18/2021	W L Edwards 4093 Elcombe Road Bingara - Dwelling with attached garage and a detached shed	Being exhibited and notified	✓	-

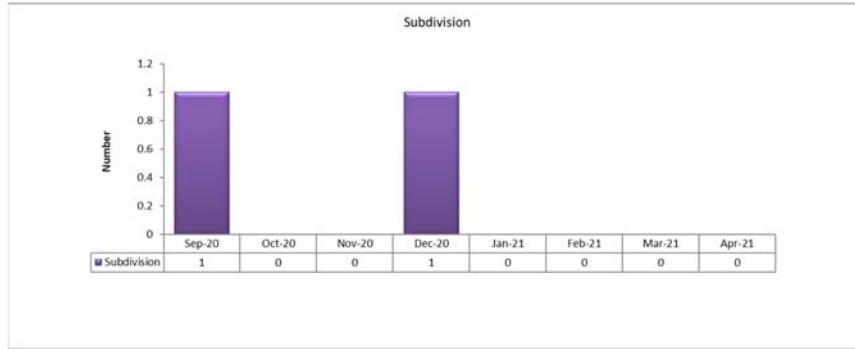
There were no Development (D/A) or Development Modification (s96) applications approved and not previously reported to Council for the month of April 2021.

There were no Development (D/A) or Development Modification (s96) application/s refused(R)/ withdrawn (W)/ Cancelled (C) during the month of April 2021.

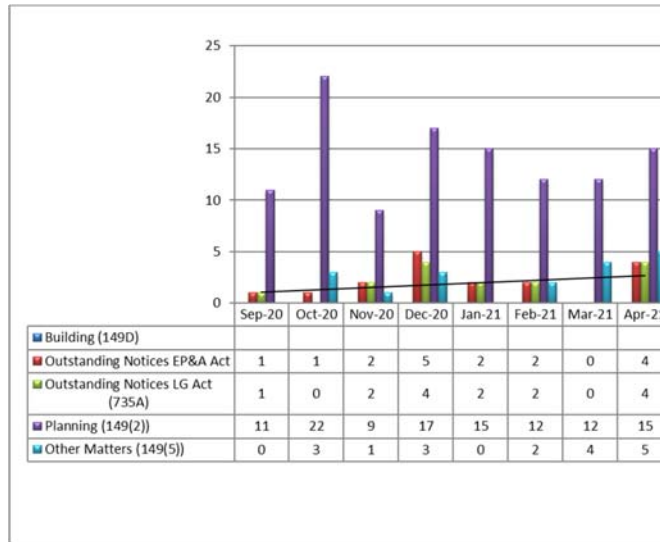
There were no Development (D/A) applications determined where there has been a variation in standards under clause 4.6 of the Gwydir Local Environmental Plan 2013 during the month of April 2021.

The following Subdivision Certificates were issued during the month of April 2021 and in the previous seven (7) months.

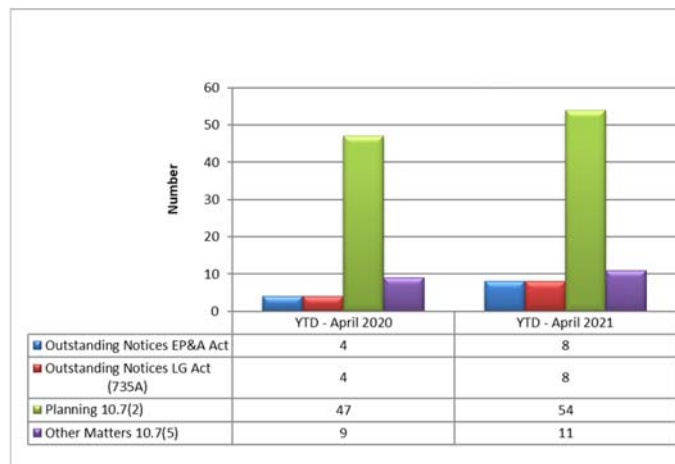
YTD March 2021 (includes private certifier lodged applications)



The following graph shows Conveyancing Certificates were issued during the month of April 2021 compared to the previous seven (7) months



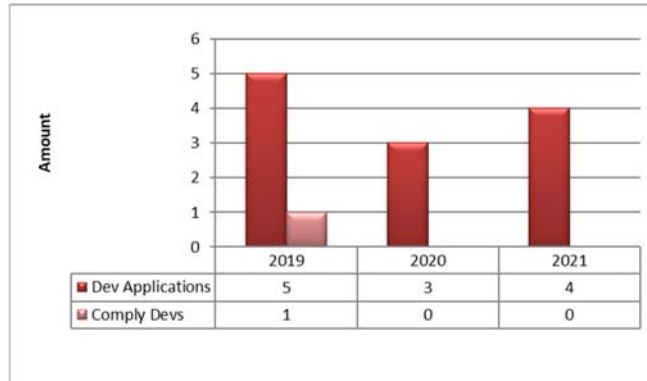
The following graph shows the number of Conveyancing Certificates issued up to and including the month of April 2021 compared with the same period in 2020.



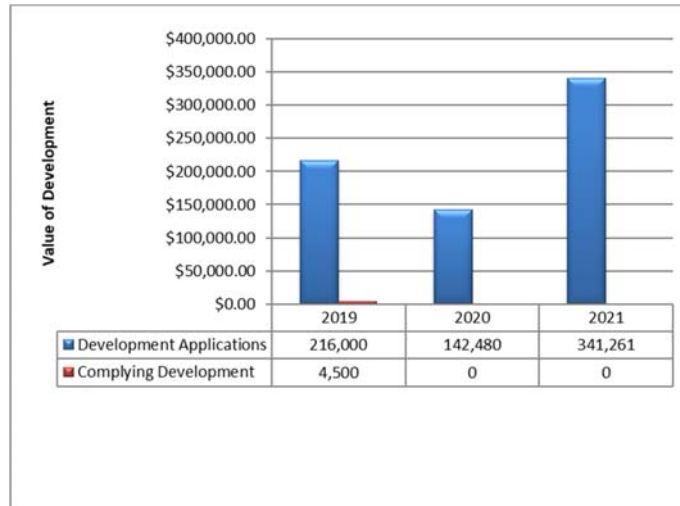
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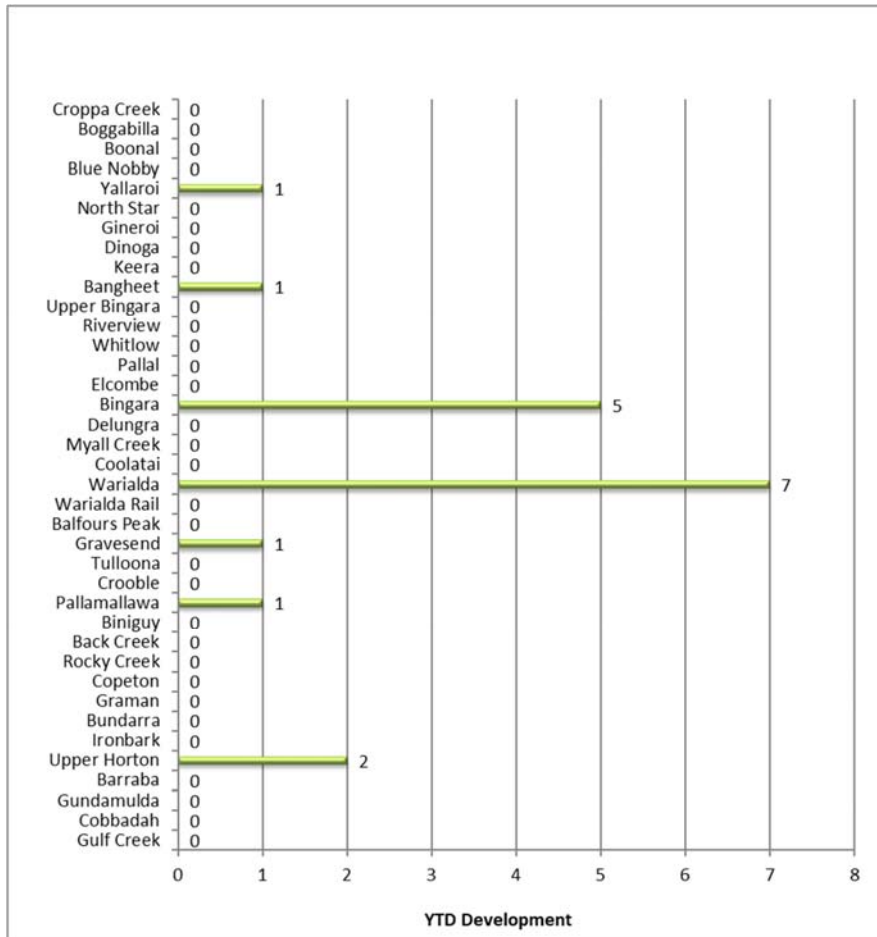
The table below shows a comparison between total applications lodged during the month of April 2021 compared to the same period in the previous two years.



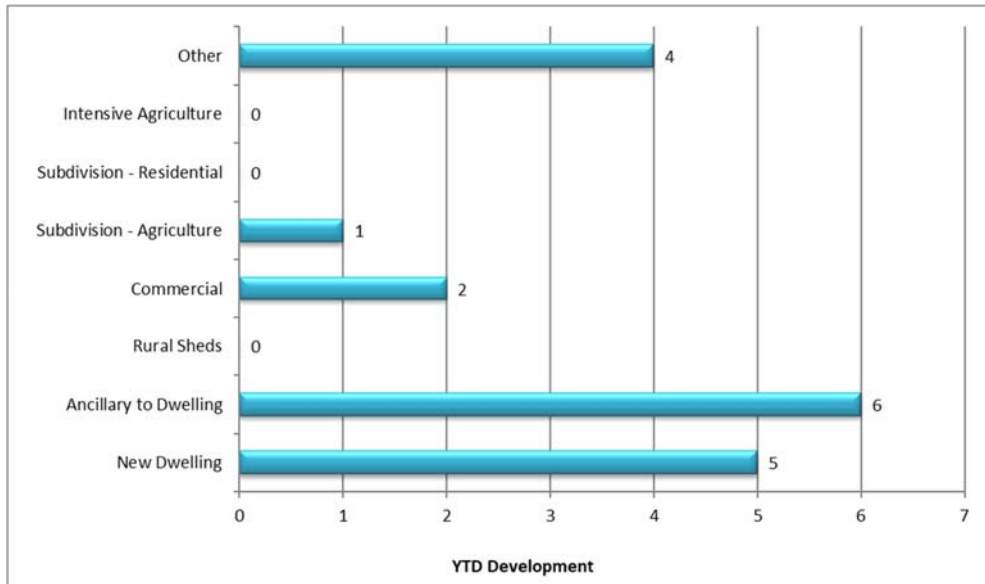
The table below shows a comparison between total value of applications lodged during the month of April 2021 compared to the same period in the previous two years.



Development Applications Received for the year by locality – YTD April 2021



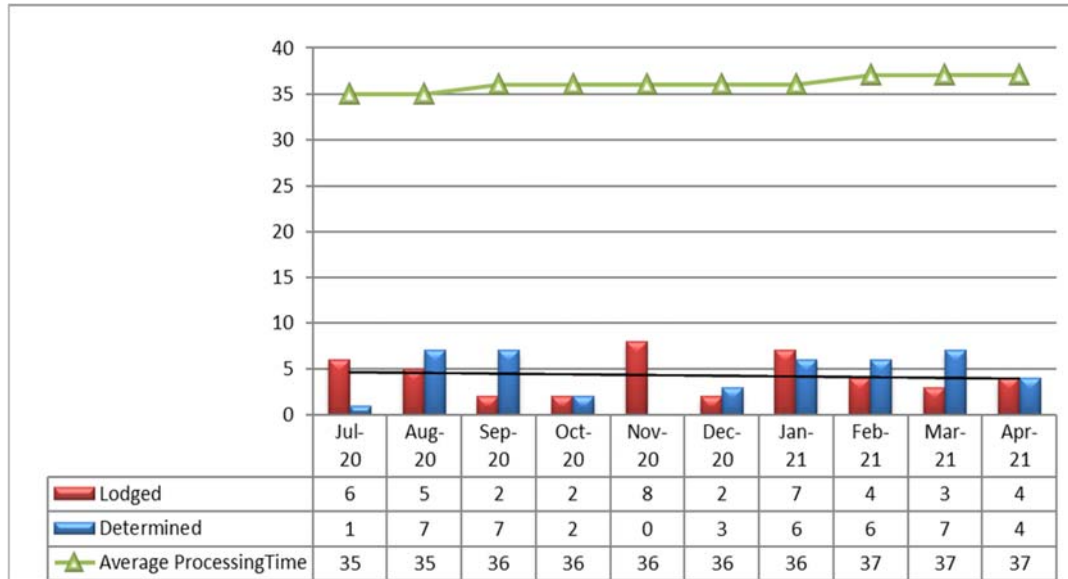
Development Applications received for the year by type – YTD April 2021



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Development Application Analysis – for the nine (9) months up to the end of April 2021



ENVIRONMENTAL and SUSTAINABILITY DEPARTMENT

Environment & Sustainability Department 27 March 2021 to 30 April 2021

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

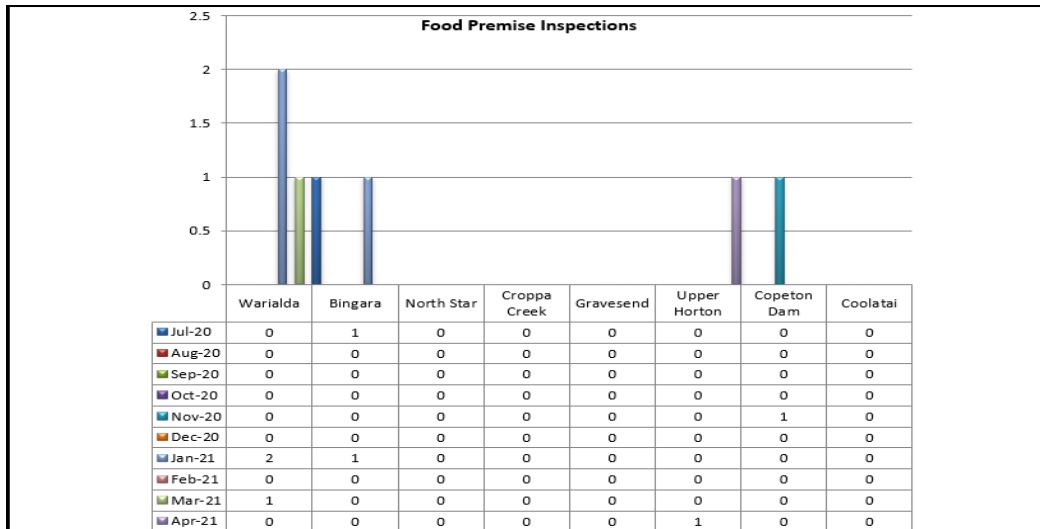
- Overgrown properties
- Food premises design and fit-out
- Food handling practices
- Mobile food vendors
- Licensing
- Water carting
- Pet Ownership

Water Surveillance

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

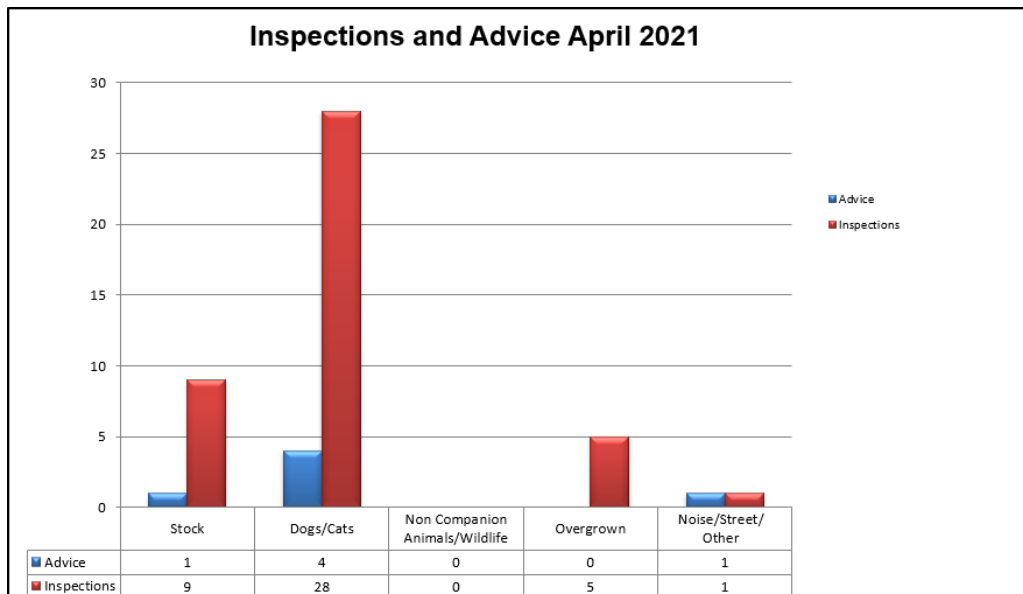
Food Premise Inspections/Re-inspections

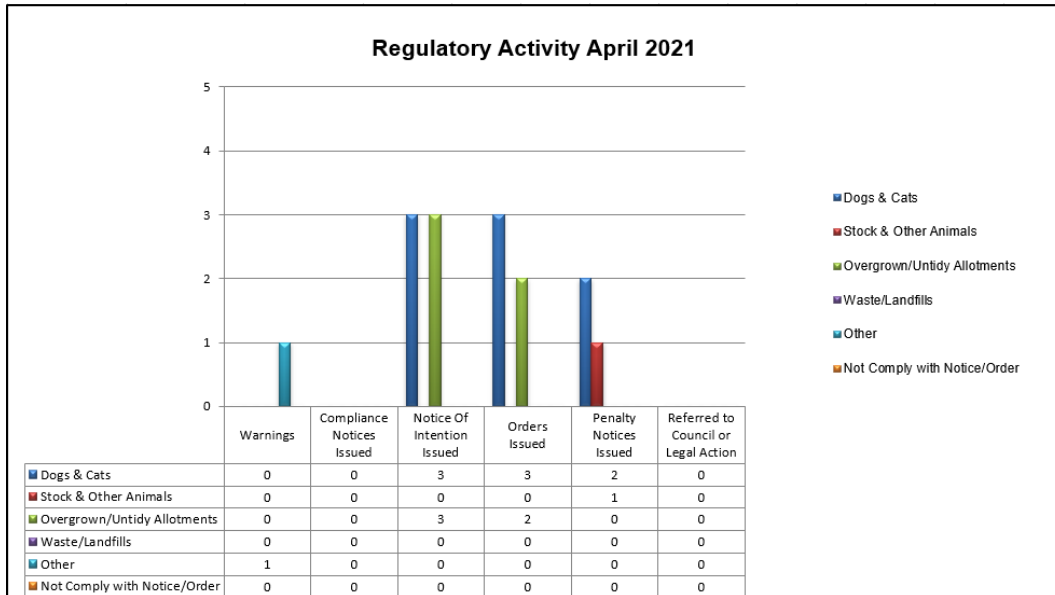
Food Premise Inspections are carried out on an annual basis for each food business. The graph below shows inspections that have been carried for the current financial year. Enquiries or complaints are actioned as necessary.



Compliance and Regulatory Control

Council received complaints regarding roaming stock and dogs, noise, the keeping of animals and other concerns during the month of April 2021. These are investigated and actioned as necessary.



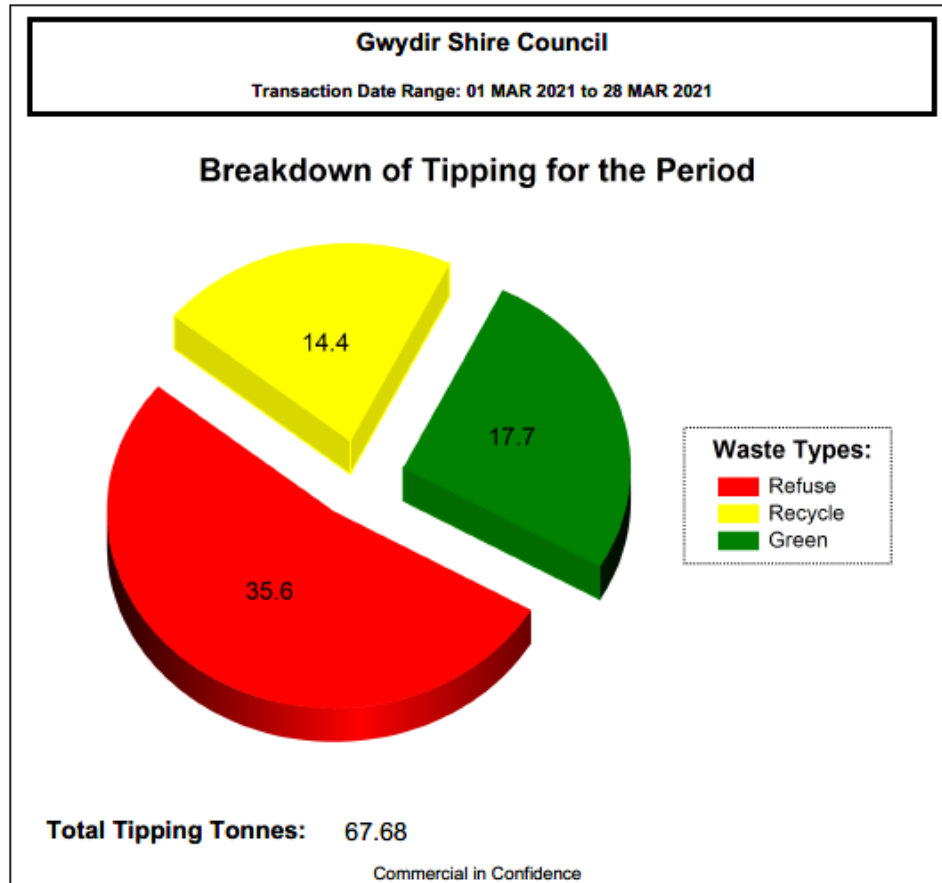


Asbestos Removal – 5 Warialda Road Coolatai

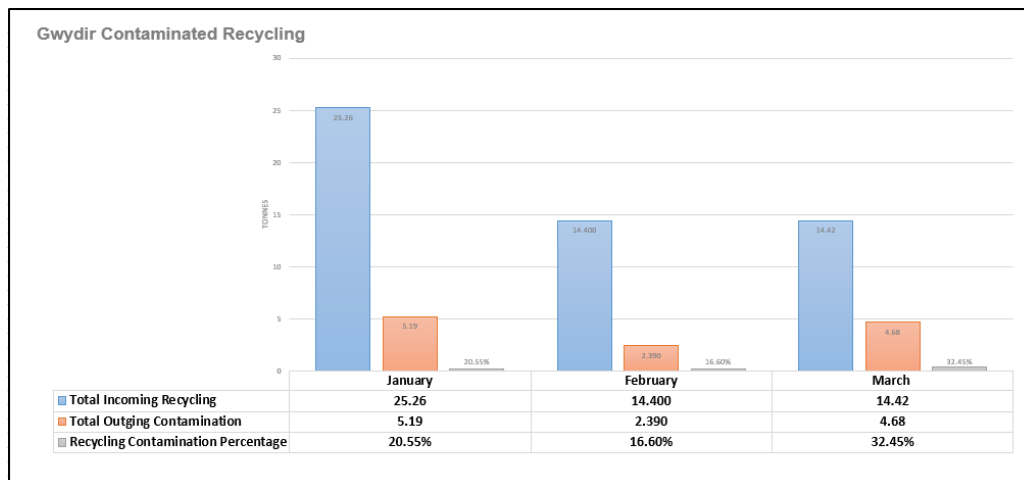
The site of the fire damaged dwelling at 5 Warialda Road Coolatai has been remediated. The contractor will be issuing the Clearance Certificate to Council.

Waste Contract Services – March 2021

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

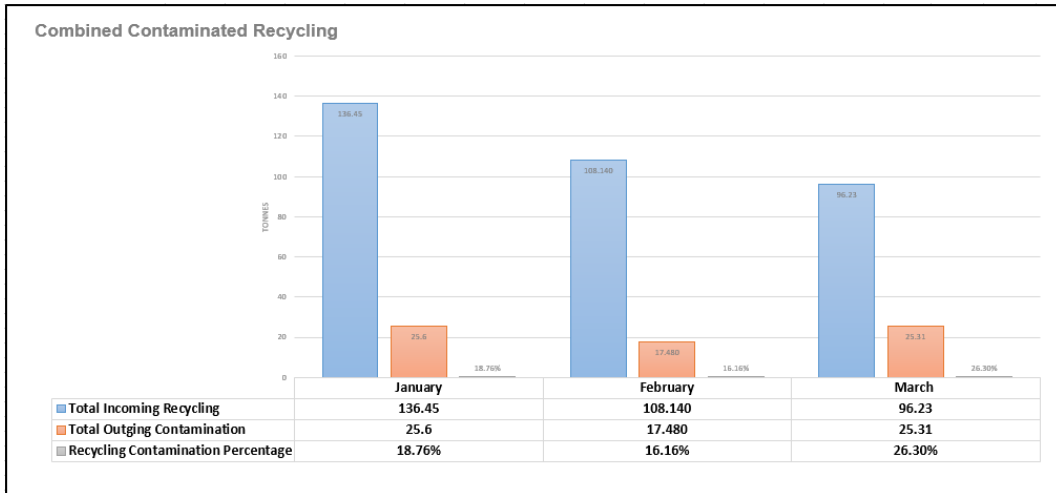


Recycling Contamination

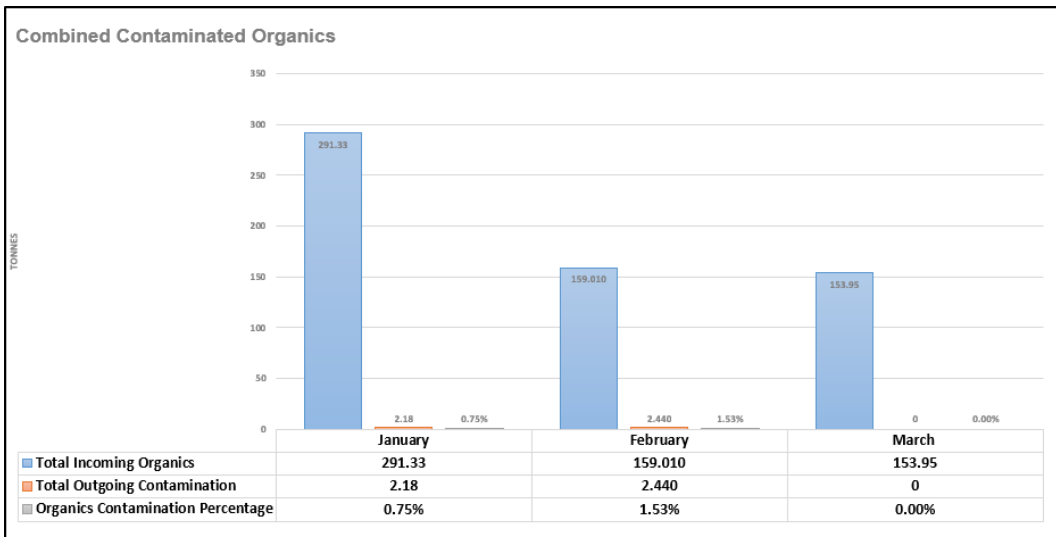
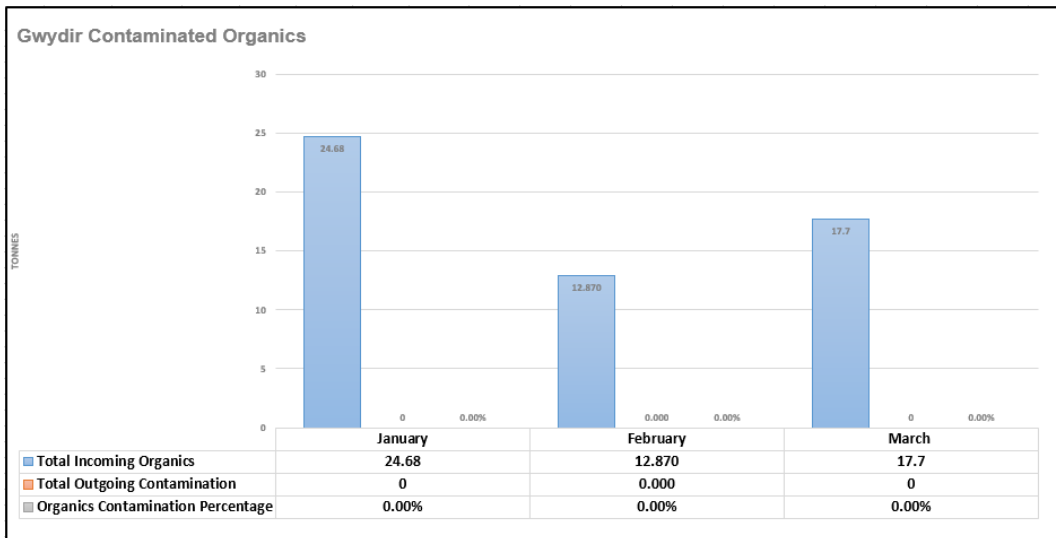


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Organics Contamination



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Comment from Cleanaway for March 2021

“All recycling contamination has substantially increased this month due to the rain events. The bins at the Materials Recovery Facility Narrabri (MRF) were filled with rain when tipping off making them excessively heavy. The MRF are unable to place the bins inside under cover & also unable have holes drilled in them to allow water drainage. We had seen this occur previous is a known issue with large rainfall events. Organics contamination was down for the month of March (Jacqui to review tipping data to ensure accuracy).”

Priority Weed Control

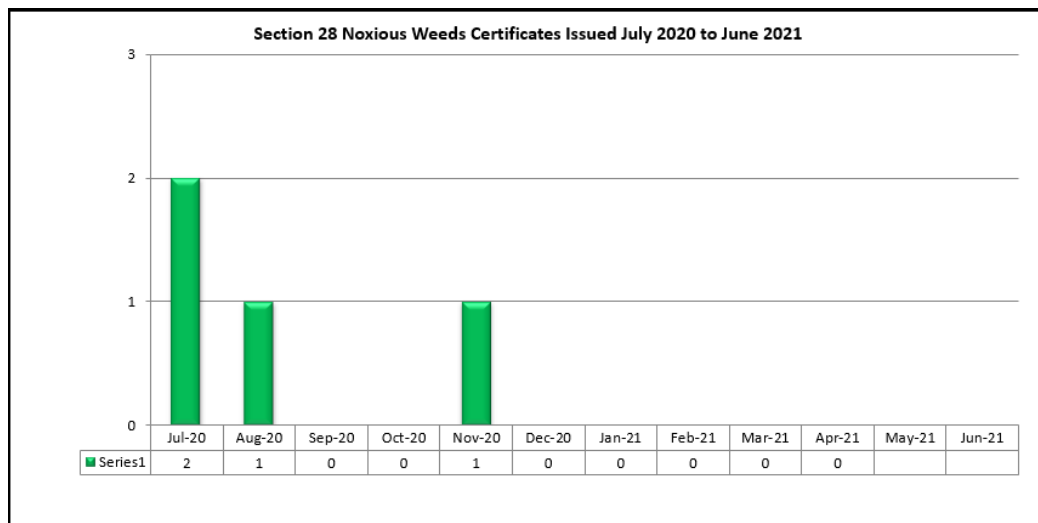
Property Inspection Program

Staff continue to assist farmers and the community with:

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

Section 28 Noxious Weeds Certificates

No Section 28 Certificates were issued for the month of April 2021. The graph below shows the Section 28 Certificates issued for the current financial year.



Weeds Inspections

Property inspections are being undertaken in Section E during 2021 with property owners being offered support and advice on managing weeds.

The following graphs and charts show the noxious weeds inspections carried out in 2020/2021.

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Noxious Weeds Inspections for the Month of April 2021

<i>Areas Inspected</i>	<i>No.</i>	<i>Ha</i>	<i>Rd km</i>	<i>Weeds Present</i>
Private Property	24	14552.3	-	Harissa Cactus, Blue Heliotrope, Tree Pear, Tiger Pear, African Boxthorn, Mimosa Bush, Mother of Millions
Private Property – High Risk	28	35614.4	-	Mimosa Bush, Tree Pear, African Boxthorn, Mother of Millions, Harissa Cactus, Tiger Pear, Rope Pear
Private Property – High Risk Re-Inspection	2	3817	-	Parthenium Weed
Roadside - High Risk Pathways	16	2026.1	405.22	African Boxthorn, Mimosa Bush, Tree Pear, Sweet Briar, Black Berry, Common Pear, St Johns Wort, Mother of Millions, Rope Pear,
Roadside	16	1088.7	217.74	Sweet Briar, St Johns Wort, Common Pear, Tree Pear, African Boxthorn, Black Berry, Mimosa Bush, Common Pear, Green Cestrum
Waterways – High Risk Pathways	8	61	12.2	Parthenium Weed, Mimosa Bush, Tree Pear, African Boxthorn
Rural Outlets	3	1	-	None Found
Department of Lands	2	18	-	Harissa Cactus, Mother of Millions, Tree Pear, African Boxthorn

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Noxious Weeds Control Works for April 2021

Road/Property	Weed Code	Area Ha	Road km	High Risk Road	Council Road	Other
Myall Creek Memorial	General	53				1
Coolatai Landfill	General	1				1
North Star Landfill	General	1				1
Croppa Creek Landfill	General	1				1
Bingara Common & Landfill	AB	250				1
Whitlow Road	T-CP	116.9	23.38		1	
Riverview Road	T-CP	67.9	13.58		1	
Gineroi Road	T	158.95	31.79	1		
Michells Lane	T	54.25	10.85		1	
Upper Whitlow Road	T	39.8	7.96		1	

Annual Public Lighting Report

An apology was received from Essential Energy for the delay in issuing the attached report and for the 2019/2020 Financial Year.

From: Adele Finch <Adele.Finch@essentialenergy.com.au>
 Sent: Friday, 30 April 2021 9:45 PM
 To: Saul Standerwick <sstanderwick@gwydir.nsw.gov.au>
 Cc: StreetLighting <streetlighting@essentialenergy.com.au>
 Subject: Public Lighting Code - FY19/20 Gwydir Annual Report

Hi Saul

Under the Public Lighting Code, Essential Energy is required to prepare a customer specific annual report. We apologise for the delay as this was due last year.

If you have any queries or concerns in relation to the reports, please don't hesitate to contact me.

Kind Regards,

Adele Finch
 Streetlight and Joint Use Manager
 Asset Management and Engineering



M: 0427 064 130
 E: Adele.Finch@essentialenergy.com.au
 PO Box 5730 Port Macquarie NSW 2444 | essentialenergy.com.au
 General enquiries: 13 23 91 | Supply Interruptions (24hr): 13 20 80

Attachment: NSW Public Lighting Code Annual Report
 FY 19/20 Gwydir Shire Council
 Submitted by Essential Energy 30 April 2021

The Environment and Sustainability Department report for April 2021 was compiled with information available at the time of preparing the report.

THE LIVING CLASSROOM

Use of The Living Classroom during April

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During April a private Baby Shower was held, Bingara Central School conducted a Study Group day, Barraba Central School teachers held a 'Discover TLC' meeting, members of the Friends of Myall Creek used the Bunkhouse and Classroom facilities, and a private Baby Christening was held.

The propagation of edible plants and flowers at TLC Nursery is continuing. Some were available for sale through the Bingara Op Shop. A large display and sale occurred at 'Grazing on the Gwydir' on the Saturday April 24 event in Bingara.

The new SoundTrail for TLC has been trialled and tested. A trail of seven themes has been put together from the entrance at West Street to the Main Dam. The trail includes stories relating to the earthworks, the fish stocks, the 'chain of ponds', the koala food trees and the kitchen garden.

Year 7 Students and teachers from the Cape Byron Steiner had a visit to TLC. They stayed in the Bunkhouse for four nights and used the grounds and facilities. They had a field trip of the grounds and a Power Point story of the site and its projects and enjoyed some horse riding.



The students, planting trees



The students visiting the Nursery



The students scrambling around Sawn Rocks.



Art work at the Glacial Area



The students taking a swim at the Glacial Area.

TOWN UTILITIES

Water and Sewerage

During April, Water and Sewerage operators attended 13 service line repairs and repaired eight sewer blockages. Other work was undertaken at the

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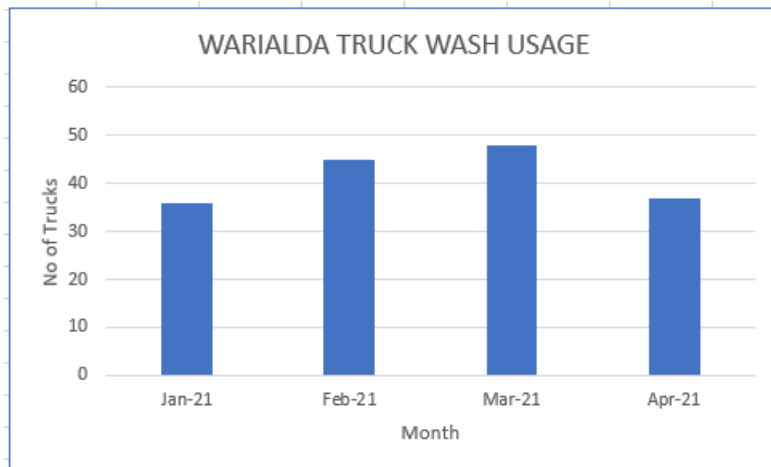
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Warialda Truckwash facility, The Living Classroom, Myall Creek, The Roxy, Bingara Caravan Park and Whitfield Place, Bingara.

Boil Water Alert was issued for Gravesend on 25 March 2021 as a precaution due to rainfall events causing high turbidity in the Gwydir River. The Boil Water Alert was lifted on 23 April following consultation with NSW Health and DPIE-Water.

Truckwash data for April

The truckwash facility was used by 37 trucks during April with an average wash down time of 113 minutes and total water used was 175KL. The estimated income for April is \$2,388 less monitoring fees.



An additional connection point was installed at the truckwash now allowing the drivers the option to use their own hoses or the retractable hoses onsite. Repairs to the truck wash solenoids were undertaken during April and the wash bay was unable to be used for three days.

Grant Projects

Federal Drought Program:

Upper Horton water supply upgrade – installation of pipe work by Council’s water crew commenced during April. The driller for the bore undertook a site inspection in April in preparation for drilling in May 2021.

Two shade covered areas have been ordered for installation at All Abilities Park in Warialda.

State Drought Program:

Construction of toilet block commenced in Cunningham Park during April, with the foundation pad installed by Council. The new toilet block will be constructed by Council’s building crew due to commence in May. Following completion of the toilet block the old existing toilet block will be demolished and the area restored.



Cunningham Park new toilet block pad

The second part of the grant funding in Cunningham Park includes installation of a 6m x 6m shelter, a new barbeque and tables. This work will be undertaken in May – June 2021.

Covid 19 Stimulus

Batterham’s Lookout is scheduled for some major works under the Covid stimulus funding which includes guardrail works, signage, walkway improvement and new shelters, tables and chairs.

Gwydir River foreshore received funding for the installation of three shelters and picnic settings. Two shelters have been installed and the additional shelter will be installed after the Willow tree is removed from under the bridge.

Captain Cook Park will have an upgrade with the replacement of the existing shelter and BBQ with a new 6m x 6m shelter and BBQ along with an additional 3m x 3m shelter and picnic settings. All materials have now arrived and concrete slabs are expected to be installed during May with structures erected during June 2021.

Nicholson Oval will also receive an upgrade will the addition of two 3m x 3m shelters on the western side of the park. All materials have arrived and slabs are expected to be installed during May with structures erected during June 2021.

Parks and Gardens

All parks and gardens continue to be maintained. Council undertakes weekly inspections of playgrounds and cleaning of handrails and touch areas. Mowing, weed control, irrigation, hedging, and trimming were routinely undertaken during April. Football season commenced in April and Gwydir Shire has three of the best- kept ovals in the region. Council continues to mark and maintain the fields for these community groups. Street trees continued to be planted in both Warialda and Bingara during April. Anzac Day

flags were raised in Bingara and Warialda. Parks and Gardens staff mowed the area around Gulf Creek Hall in preparation for Anzac Day.

Cunningham Park had several large silky oak trees lopped during April; these trees were reaching heights of up to 20m and were trimmed back to minimise the risk of damage to the new shelters that are scheduled to be installed. The work needed to be completed prior to the new footpaths being installed and heavy machinery needed to access the park.

Myall Creek and the glacial area are inspected on a weekly basis.

Bingara Showground

Council received funding to refurbish the grandstand at Bingara Showground in the Showground Stimulus Package Round 2. Quotations have been received.

Under the Showground Stimulus Round 2B package, Council obtained funding for LED lights for the Showground arena and the refurbishment of an existing amenities block. This work is expected to be completed prior to the CMCA Rally in October.

Workshops and Depots

Council was successful in obtaining a grant of \$1,300 from NSW Office of Sport towards the cost of a defibrillator for use at Gwydir Oval. Council also purchased an additional two defibrillators at a cost of \$3,410 each for installation at the Bingara and Warialda Works Depots.

The company delivered the defibrillators and provided training sessions for users of Gwydir Oval and at each Council depot. An audit of existing defibrillators was carried out by the company representative and Council is now building a register of all defibrillators within the Shire and expiry dates of batteries and pads. This register will be maintained by Council's WHS Supervisor.

40 people attended the defibrillator awareness training are now trained in defibrillator awareness and identifying cardiac arrest.



Staff attending a defibrillator information session at the Bingara Depot

Staff inspected Komatsu and Caterpillar excavators in Moree, Tamworth, Uralla and Inverell prior to a report being submitted to the Heavy Plant Committee in April.

Total number of services for the month - Bingara and Warialda	15
Total number of individual jobs for the month - Bingara and Warialda	56
Total number of tyres fitted in April	13

Major Repairs completed in Workshops during April included:

- P1950** Kubota skid steer - fit new gutter broom arm, adjust broom rework hoses
- P1713** Jetpatcher - electrical fault for engine control module (ECM) to control back, fit 3 new hydraulic hose fit new air ram to hopper
- P1689** Hino water cart – service, new bearings to rear water pump, repair hydraulic tank mounts, drain fuel tank fit new fuel filters, 2 new batteries
- P1783** Utility - fit new air conditioner pipe and gas
- P1788** Grader – 6,000 hour service
- P1625** Backhoe - remove cylinder head for repair
- P1891** Reclaimer - 750 hour service, hard face paddles on drum
- P1081** JD Tractor – 6,000 hour service, fit 2 new front tyres
- P1680** Utility - remove fuel tank, drain petrol from tank, replace with diesel, fit new filters

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Chairman

- P1717 Utility - calibrate injectors and relearn fuel system.
- P1677 Utility - cylinder head repairs



P1625 Komatsu backhoe in the workshop to have a cylinder heads gasket replaced

A pit cover has been fabricated to be fitted behind the old Soil Conservation building in Hope Street, Warialda to cover sewer pump pipes and taps.

Under Capital Works, Council has purchased a new steel bending machine for use in fabrication in the Workshop.



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New steel bending machine

Vehicles

New stickers have been applied to corresponding vehicles indicating the licence required to operate that item of plant.



New stickers indicating licence requirements

New Pstart books for plant have been issued to operators in Bingara and Warialda. These books are specific to plant such as tractor, grader, loader, light vehicle etc. and replace the existing Operators maintenance log books which were deficient in checks required.

OFFICER RECOMMENDATION

THAT the Monthly Executive report be received

ATTACHMENTS

AT- NSW Public Lighting Code Annual Report

COMMITTEE RECOMMENDATION TO COUNCIL:

THAT the Monthly Executive report be received.

(Moved Cr Egan, seconded Cr Young)

Item 2 Monthly Organisation and Community Services Report

FILE REFERENCE 21/10703

DELIVERY PROGRAM

GOAL: 5. Organisational Management

OUTCOME: 5.1 CORPORATE MANAGEMENT

STRATEGY: 5.1.3 Administrative functions - GM - internal

AUTHOR Organisational and Community Services Director

STAFF DISCLOSURE OF INTEREST Nil

IN BRIEF/ SUMMARY RECOMMENDATION

The monthly Organisation and Community Services report details the activities carried out by the Department during April 2021.

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.

AGED CARE SERVICES

Naroo Frail Aged Care Hostel

Budget

Reduced staffing hours has continued in line with supporting the budget. The shifts are reviewed when occupancy rate rises to ensure safe and quality care of our residents.

Resident Meeting 20 April 2021

Naroo Resident Monthly Meeting was attended by the Aged Care Manager, Activities Officer, Registered Nurse and Administration staff.

Residents are very happy that the Maintenance Officer has been engaged full-time for the next month to assist with the current mouse plague and associated cleaning. The Aged Care Manager has requested a contract cleaner to do a one off intensive clean.

Resident fortnightly visits from the Anglican minister have now recommenced post COVID-19.

Staff Training

Staff have completed online learning for the month of April including:

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Out Break Management – Extension

Infection Control – Extension

SIRS – Abuse, Unexplained Absences

Joblink grant funded training commenced for staff – First Aid Certificates, CPR Training.

Grant Application

The Aged Care Manager has submitted one grant application: Business Improvement Fund (BIF) – to assist Aged Care facilities that are financially struggling but not considering closure. A separate audit was required which has been completed by PwC.

Residents' Outings



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It was with much excitement that the residents of Naroo enjoyed another amazing lunch at the Pallamallawa Pub.

Pet Therapy

Naroo residents were thrilled to have a visit from one of our local fur companions which provided some much needed cuddles.



Commonwealth Home Support Program

Bingara CHSP

Volunteers

Bingara CHSP was supported by 11 volunteers with 503 hours of services during April by way of out of town transport, centre based day care and local transport.

The hours that volunteers work are determined by the time spent with clients by way of transportation, group social support and individual social support.

Transport and Trips

Group Social Support made a trip to the Bingara Golf Course. The ladies enjoyed a sausage sizzle.

Out of town transport was busy with 176 trips for the month servicing 35 clients.

The Access Bus made two trips to Inverell in April. The bus was again used for some out of town trips to medical appointments when both other vehicles were fully booked.

Social Support

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Group Social Support enjoyed a sausage sizzle on the Bingara Golf Course this month, making the most of the beautiful autumn weather. Ten clients and three volunteers attended morning tea as usual in the Linger Longer room and then travelled in the bus to the BBQ area on the golf course for lunch.

Flu vaccinations are underway at the Bingara Medical Centre and the first of the COVID-19 vaccinations started with many local clients needing transport to and from the centre.

Easter celebrations were held in April and Group Social Support also commemorated ANZAC Day. A birthday party was held on the last Tuesday of the month for all those who celebrated their birthdays in April. This is going to be a monthly event.

Food Service

Meals on Wheels remained the same in April, maintaining 12 clients. Comments were received from Meals on Wheels clients commending volunteers for brightening their lives. For some, it is the highlight of their day.



Easter celebrations

Bingara CHSP Monthly Report	April
Day Centre	
Total active clients	20
Clients receiving service	13
Total meals	32
Hours clients receive in centre	115
Social Support	
Number of clients	53
Individual Hours	388
Group Hours	115
Total Hours received	503
Food Service (Meals on Wheels)	
Clients	12
Meals	184
Transport	

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Number of clients	35
Number of trips	176
Transport (Youth)	
Number of clients	nil
Number of trips	nil
Access Bus - Inverell	
Number of clients	8
Number of trips (per month)	2
Volunteers	
Number of volunteers	11
Number of hours	503

Warialda/Delungra CHSP

Advisory Committee Meeting

Next meeting will be held on 18 May at Delungra CHSP Building

Volunteers

Monday volunteers supply morning tea for clients. Numbers vary from 15 to 22 people.

Transport and Trips

The community bus to Inverell was at capacity this month with three visits in total.

Delungra ladies visited Bingara recently, which included morning tea in the park, then to the RSL to play bingo and have lunch.

Social Support

Seniors' morning tea was held at the Warialda CHSP Centre where clients enjoyed a cuppa, chat, and catch up.

Clients are provided with social support when attending the Day Centre, transport, outings and when Meals on Wheels are supplied.

Food Service

Monday Day Centre clients enjoy a home cooked meal and dessert.

Warialda have two new Meals on Wheels clients providing them with frozen meals supplied by the Warialda Hospital.

Warialda/Delungra CHSP Monthly Report – April 2021		
Day Centre	Warialda	Delungra
Total active clients	87	24
Clients receiving service	48	10
Total meals	105	78
Hours clients receive in centre	217	79
Social Support		
Number of clients	48	10
Individual Hours	48	1
Group Hours	169	78

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Total Hours received	217	79
Food Service (Meals on Wheels)		
Clients	2	0
Meals	45	0
Transport		
Number of clients	22	2
Number of trips	68	12
Transport (Youth)		
Number of clients	0	0
Number of trips	0	0
Access Bus - Inverell		
Number of Clients	7	1
Number of Trips (per month)	6	6
Volunteers		
Number of volunteers	35	1
Number of hours	217	79



Warialda raffle winner

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Delungra raffle winner

COMMUNICATIONS, MARKETING and TOURISM and ROXY THEATRE COMPLEX

Service NSW

Service NSW branches will be receiving an upgrade to their technology by the end of the financial year. Staff are consulting with Service NSW to ensure that there is minimal disruption to customer service during this time and that everything transitions smoothly.

The Service NSW contract is due to expire on 30 June 2021. On 7 April, Council received notification that Service NSW is executing clause 3 of the existing contract “Term, Holding Over and Renewal paragraph 3(c), which states:

“SNSW may, by giving written notice to the Council before the end of the Initial Term, renew this agreement for the Renewal Period on the same terms and conditions as in this agreement. SNSW may not give a renewal notice under this clause 3(c) if the Council has already served a notice of termination on SNSW in accordance with clause 18.”

This means that the existing SNSW contract will remain as it stands until 30 June 2022 where a complete review and renewal of terms of the contract will occur between key stakeholders.

Communications

Community Newsletter

Council has received a lot of positive feedback for the first issue of the Gwydir Newsletter. The next issue is being prepared to send to the print house for

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distribution mid-May. It was resolved at the April Council meeting that the next issue is also distributed to every resident of the Shire.

Events

The Warialda Honey Festival date has been rescheduled for 18 September 2021. This event is on the same weekend as the Warialda Off Road 200 and both committees are looking forward to working together to ensure a great weekend for the community.

The Bingara Business Group held a successful market day, Grazing on the Gwydir, in Bingara on 24 April. Over 30 stalls participated in the day and feedback has been exceptionally positive. The group hopes to be able to expand the event in 2022.

Tourism

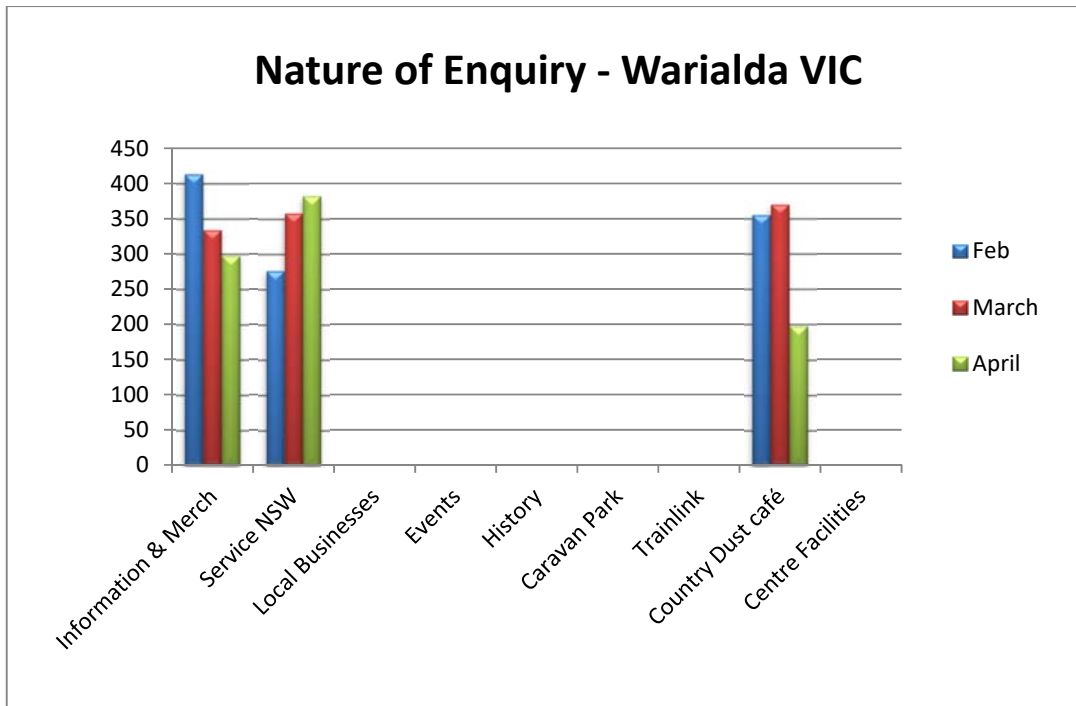
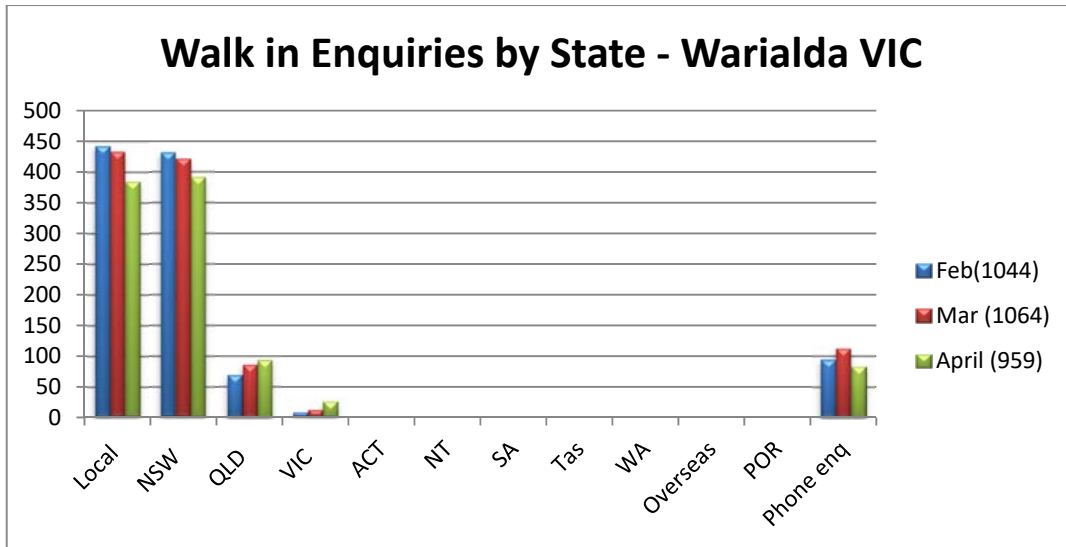
Bingara and Warialda tourism staff continue to deliver outstanding service to our customer base. Numbers have remained consistent throughout the month of April.

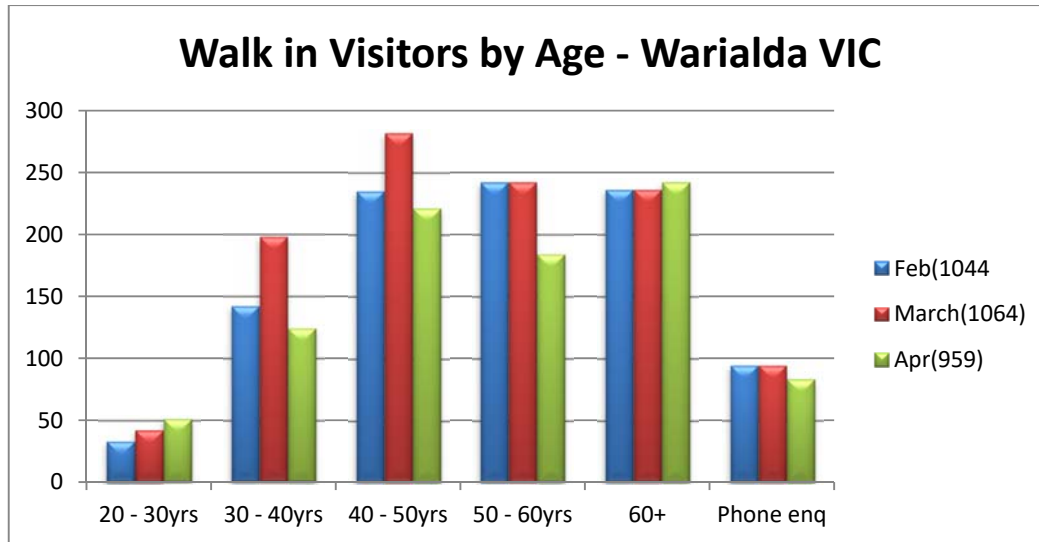
Warialda Visitor Information Centre

February 2021	March 2021	April 2021
Opening Hours = 142.5	Opening Hours = 150	Opening Hours = 157.5
Volunteering Hours = 32	Volunteering Hours = 31	Volunteering Hours = 29

Income:	February	March	April
Centre Hire	0	\$100.00	0
Merchandise sales	\$841.00	\$1493.50	\$818.50
Subtotal	\$841.00	\$1493.50	\$818.50
Total Monthly Income	\$841.00	\$1593.50	\$818.50

Visitors at Warialda VIC	February	March	April
Visitors	413	334	297
RMS	276	358	382
Cafe	291	370	197
Phone Visitor /Service NSW enquires	64	112	83
Total	1044	1158	959





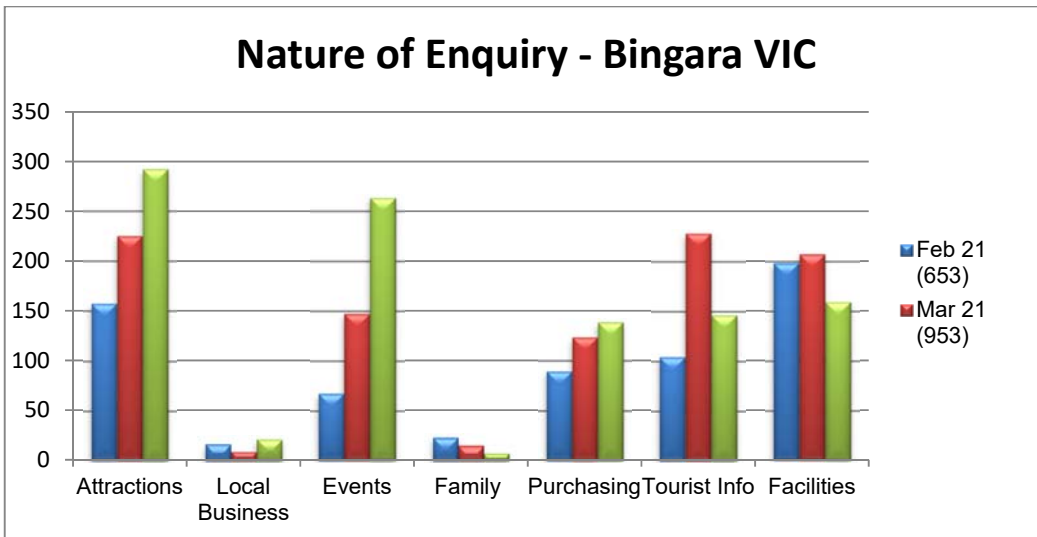
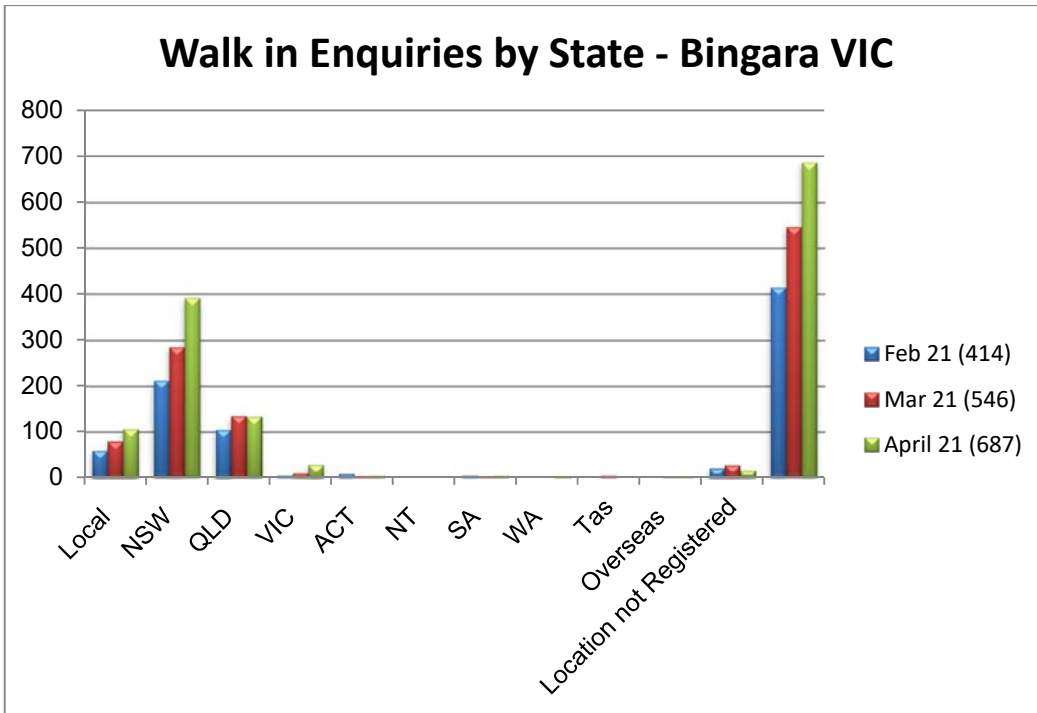
Bingara Visitor Information Centre

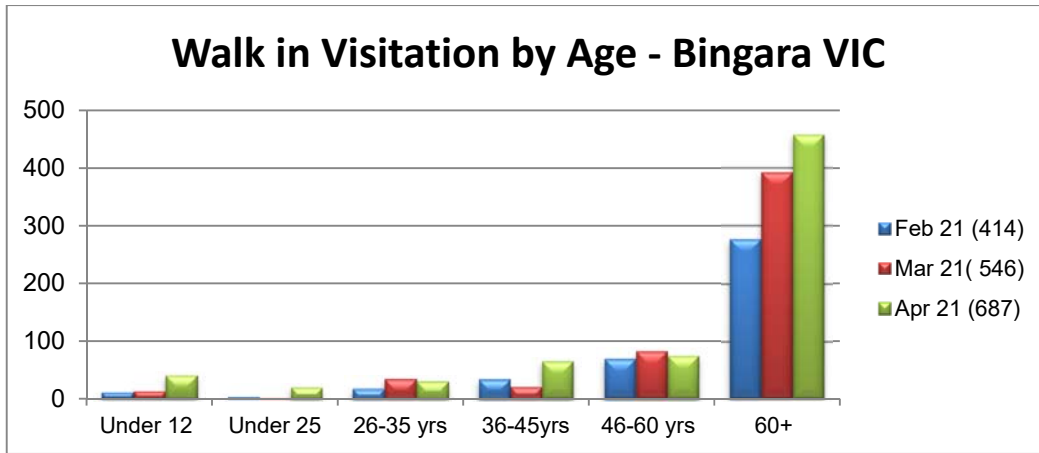
February 2021	March 2021	April 2021
Opening Hours = 162	Opening Hours = 181.5	Opening Hours =
Volunteer Hours = 32	Volunteer Hours = 32	Volunteer Hours =

Income – Bingara VIC	February	March	April
Products on Consignment	\$ 12.00	\$ 9.00	\$ 12.00
Merchandise	\$1171.50	\$1205.90	\$1770.00
Subtotal	\$1183.50	\$1214.90	\$1782.00
Less payments to consignees	\$ 8.40	\$ 6.30	\$ 8.40
Total Merchandise sales	\$ 1175.10	\$1208.60	\$1773.60
Total Monthly Income Bingara VIC	\$ 1175.10	\$1208.60	\$1773.60
Roxy Tour Income	\$ 485.00	\$ 790.00	\$ 695.00
Visitors at Bingara VIC	414	546	687

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ROXY

Margaret Fulton the Musical is the Roxy Theatre’s first paid production since the COVID-19 shutdown. Two shows were booked, a matinee and an evening performance. Theatre goers have been able to utilise their Discover vouchers which were issued by the NSW Government to subsidise the cost of their tickets.

- Conference Room – 5 bookings for April
- Roxy Trade Training Kitchen – no bookings for April
- Roxy Theatre Green Room – 1 booking for April
- Roxy Café – 1 booking for April.

SOCIAL SERVICES

Bingara Neighbourhood Centre

Funding body – 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.

S355 Committees

Staff attended a meeting with the Bingara Historical Society to discuss future plans and collate relevant information for the museum.

Grant funding is being sourced to assist the Bingara Op Shop committee to purchase a shed that can be moved, if required, and air conditioning for the shop area to make it more comfortable for the volunteers.

On Friday 23 April, “The Old Court House Gallery” was officially opened by Mayor John Coulton. Members of the public were welcomed into the gallery on Friday night after the official opening and on Saturday during Grazing on the Gwydir.

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“The Old Court House Gallery” is currently featuring the collection of Gwydir Art Show prizes which is called “The Gwydir Art Collection”.

Centrelink

Centrelink was closed on 2 and 5 April 2021, due to the Easter public holiday. It did, however, maintain normal operation hours for the remainder of April.

Youth Service

Funding body – Department of Communities and Justice

Youth Council

On 16 April, the Gwydir Youth Council held their annual Youth Week event. This year they hosted a Colour Run at the Warialda Showground. Eleven young people from Bingara attended the event, along with 15 Warialda youth. The Youth Council are hoping to hold another event later in the year.



The Youth Council was inducted on 29 April at the monthly Council Meeting. The Mayor presented the young people with certificates for their initiative in becoming a member of the Youth Council.



The 2021 Gwydir Youth Council

Vacation Care

Vacation Care was held on 9 April at Warialda Town Hall and on 12 April at Bingara Preschool.

Activities provided throughout the program included, board games, free colouring and drawing, ball games, team games such as Tribes and Territories, Hide and Seek, Sardines, and Minute to Win It games. The children really enjoyed the Minute to Win It games as it tested their skills, and the activities were fun. The children enjoyed working as teams and encouraged one another to do their best.



Youth Mentoring Program

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

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Supported Playgroup Development Worker

Funding body – Dept of Community and Justice

The Warialda Toy Library continues to provide age-appropriate developmental experiences for children of families engaging in service sessions each Monday, Tuesday, Thursday and Friday mornings.

This month, Warialda Toy Library attendance numbers were notably lower than the previous month, due to the Easter public holiday and the school holiday period when the service was closed for one week.

On Thursday 1 April, the Toy Library welcomed 16 children, engaging in Easter craft, story time and an egg hunt.

A baby crying information session was catered for on Monday 19 April.

A science experiment was facilitated for on Tuesday 13 April, prompting exploration through play, promoting emergent cognitive skills.

On Friday 16 April, sensory play was provided for the children in attendance. Recently sensory defiance has been flagged as an area of concern for some of the children attending service sessions and as such, an increase in the provision of sensory exploration is being catered for.



An information session was provided for parents on Monday 19 April, regarding the importance of development from birth and beyond, highlighting the significance of early learning/brain development and emotional attachment for newborn, infancy and beyond.

Children attending the service on Tuesday 20 April, engaged in a cooking experience morning. Cooking allows children to discover metric associations/numbers, following of instructions and sensory discovery as well as turn taking while they engage with their peers throughout the activity.

On Monday 20 April, a 'feeding your baby' information presentation was provided for families attending the morning service session. Here literature was handed out and discussions encouraged about baby lead weaning, starting solids and milk intake after 12 months.

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On Thursday 29 April, music and movement was made available, enhancing spatial awareness and encouraging emergent gross motor skills.

Warialda Toy Library	March	April
Total daily attendance count for children, (calculating each child, each day over the month – total points of contact).	136	132
Full borrowing members (new)	1	0
Non borrowing members (new and/or renew)	3	0
Casual borrowing members (new or renew)	0	0
Commemorative Birth Certificate applications received	4	2
Toys returned	3	6
Toys borrowed	6	2
Groups using the service (FDC carer, Pharmacy)	3	2
Monday group activity morning x 3 sessions	47	37
Tuesday group activity morning x 3 sessions	39	32
Thursday group activity morning sessions x 4 sessions	20	42
Friday group activity morning x 2 sessions	30	21

Bingara Toy Library

Funding body – NSW Department of Education and Communities

On 1 April, those attending the morning and afternoon sessions at the Toy Library, enjoyed an Easter Egg hunt.

Open craft and games were planned for the second week of the school holidays to encourage the whole family to visit for a play. Morning tea, sitting down at the table together, and a story on the mat were also enjoyed. This session prompted discussions on sharing, colours, shapes, animal types, shape recognition, fine motor and name writing skills.



Tuesday 20 April saw staff cover road and car safety with the families. Handouts for this topic were sourced from the Kids and Traffic website. This organisation provided free stickers, brochures, and leaflets for each family.

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The main topics of interest at this session were child seats, rules, and regulations on bikes, walking on footpath with children in prams, child safe exit from vehicles and ages of seats in cars. The children were included in the discussion when it came to recognising road signs and what they mean. This session allowed the children to use their own voice to talk about the signs they had seen and be quite descriptive with their answers.

Incidental conversation and support were provided by staff on sitting down to eat, tantrums and routines. Suggestions of websites, books and or written information is always offered to families.

The Kool Skool Kids (KSK) program this month included a hot chocolate afternoon, making Mother's Day presents, discussing fire safety routines, addresses and road safety. The children have also been asked each week what they are grateful or thankful for to encourage them to think how lucky they are to have the things, people and opportunities in their life.

Particulars	March	April
Total daily attendance count for children, (calculating each child, each day over the month – total points of contact).	137	61
Full borrowing memberships new/renew	1	0
Non borrowing memberships new/renew	1	2
Casual borrowing memberships new/renew	1	0
Commemorative Birth Certificate - voucher memberships	2	0
Toys returned	1	0
Toys borrowed	5	3
Children and groups using toys	4	1
Monday play session	8	0
Tuesday play session	32	10
Wednesday play session	28	15
Thursday play session	9	2
KSK Program	60	32

Bingara Preschool

Funding Body – Early Childhood Education and Care Directorate

NSW Department of Education and Communities.

Days	March
Tuesday	21
Wednesday	24
Thursday	26
Friday	25

Easter Hat Parade Excursion

The Bingara Preschool children attended the annual Easter Hat Parade at Bingara Central School on Thursday 5 April. Travel was by bus. The children

paraded their Easter headbands and performed the dance: 'The Wombat Wobble'.



Staff Training

The Bingara Preschool staff and the Tharawonga staff attended a combined Professional Development Day on Monday 19 April. The two services met at Bingara Preschool, where the day was spent networking, creating goals and sharing ideas. The Social Services Manager organised the successful day and more opportunities to network have been organised for the future.

Support Services

The School Counsellor from Bingara Central School visited on Tuesday 20 April. This was the School Counsellor's first visit for the year. Her main responsibility is to observe the children who have been identified as having exceptional development and gain information to complete their access requests. An access request is a part of an application for funding for when the children attend formal schooling, in the following year.

On Friday 23 April, the Capacity Building Facilitator from PEDAL visited Bingara Preschool. The Capacity Building Facilitator took time observing the children who have identified exceptional development. The educators at Bingara Preschool discussed current strategies and behaviours with the Capacity Building Facilitator, who provided ideas and feedback.

The Occupational Therapist from Vital Health also visited on Friday 23 April. The Occupational Therapist provides therapy sessions for children who have a current NDIS plan. These play-based therapy sessions are provided and advocate inclusive practices.

ANZAC Day

The Bingara Preschool have spent Week 1 learning and exploring the meaning of ANZAC Day. The educators read stories and discussed what the significance of a poppy is. The children also drew their own interpretation of a poppy and explored ANZAC Day loose parts play.

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ANZAC Day loose parts play

Tharawonga

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

Days and Venues	April 2021
Monday at Yetman	8
Tuesday at North Star	12
Wednesday at Yallaroi	8
Thursday at Gravesend	9
Friday at Crooble	5

Staff Training and Development

The Tharawonga staff attended a combined Professional Development Day on Monday 19 April. The services met at the Bingara Preschool and had the opportunity to network and develop goals.

The Social Services Manager attended and together the group worked on developing collaborative goals for the two services to work towards. The two services will meet in the future for the same opportunities.

ANZAC Day

Tharawonga services including Gravesend, Crooble and Yetman have all participated in ANZAC opportunities. The educators read “Lest We Forget” helping build an understanding of ANZAC Day. Whilst making poppies, the children used their fine motor and hand eye coordination to make their artworks.

Community Collaboration

A local Landcare Coordinator contacted the Tharawonga Director to inform the service that they are holding Rural Women’s catch ups in surrounding communities. The service is displaying the fliers for these upcoming events.

The music focus for the first half of the term is “5 Cheeky Monkeys” for the children to develop an understanding of counting backwards. The transition activity is colours, to build the children’s confidence in colour recognition.

Yetman

The children at Yetman have been learning how to role play familiar children’s stories.

This venue has had an increase of two enrolments.



North Star

The children at North Star have been learning about life skills, science and mathematical concepts through providing various cooking experiences.

This venue also has had an increase of two enrolments.



Yallaroi

The children at Yallaroi have been focusing on sustainability through planting Australian natives at the venue grounds. The children are going to be caring for these by watering them when the service operates. backwards.

There are three children enrolled as casuals.



Gravesend

The children have requested to the educators that we implement the group experience “Doggy, Doggy Where’s Your Bone”. The children have been participating in meaningful transitions including shape, colour and name recognition. The educators have been implementing singing and stories that are focusing on promoting the children’s language.



Crooble

The children at Crooble have been learning about life skills, science and mathematical concepts through providing cooking experiences such as homemade pizzas. The transition is colours and shapes to build the children’s confidence in colour and shape recognition. The children are participating in

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meaningful school transition sessions which was focused on letter recognition and learning to count backwards.



COMMUNITY ASSETS

Caravan Parks

As a cost saving measure, the caravan park caretakers have expanded their work tasks to include mowing designated park and roadside areas, cleaning the Bingara public amenities every second weekend and maintaining the adjacent pool’s front garden bed. These changes were made in consultation with Council’s Town Utilities and Plant Manager and will be ongoing.

Responses to Council’s request for quotation for the supply and installation of the new residence and office were received, assessed, and determined during April. Plans for the new building have been finalised and it is expected that it will be installed in February 2022.

During the reporting period, a Warialda Caravan Park staff member has been on leave. The Council staff in the park’s team have worked very well together to cover the unplanned absence. Thank you to these Council staff for their efforts.

Three student teachers are staying at the Warialda Caravan Park for the next two months.

A grant application under the Murray-Darling Basin Economic Development Program (Round 3) was submitted on 12 April 2021. This application was for the supply and installation of new amenities, laundry and storage room at the Bingara Caravan Park, an overhaul and upgrade of the electricity supply to the caravan park and adjacent pool and the installation of overhead sporting lights for the 25 metre pool.

Cranky Rock

Month	Powered sites	Unpowered sites	Total
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February 2021	60	11	71
March 2021	87	19	106
April 2021	158	59	217

Myall Creek

Month	Visitors who signed book	Comparison 2020/21
February 2021	125	93
March 2021	229	92
April 2021	538	3

The Friends of Myall Creek Memorial Committee thanked the Council staff involved in the civils works associated with the site's Stage 2 construction with beers after work on Thursday 15 April.

Council staff attended a meeting in Sydney on 19 April with the Stage 2 project manager, contractor, Myall Creek committee members and its pro bono architect. This meeting was to develop a plan and a timeframe to rectify the outstanding defects associated with the Stage 2 project.

Council staff attended another Friends of Myall Creek Memorial Committee governance workshop on 24 April 2021. These workshops are being held to review and make any amendments if necessary, to the Committee's Constitution, policies, plans and procedures.

Gwydir Libraries

Statistics	Bingara	Warialda	Gwydir
Door Count	2333	1284	
Loans	1668	890	
New Members	12	4	
E-resource Users			108
Downloads			315
PC usage	324	106	
WIFI usage	340	218	
Programs	45	35	
Adult Program	28	29	
Children Program	17	6	
Home Delivery	16	22	
Institution Delivery	6	4	
Seniors Be Connected	31	30	

Gwydir Libraries are proving to be important community hubs. Modern libraries are no longer just for borrowing, they are for people to access services like digital help, to learn how to use their phones and devices, particularly older people. Even though online services such as e-books and audio books have "gone through the roof" since the COVID-19 pandemic

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began, it is nice to see members visiting and attending programs in the branch once again.

The Libraries are providing less click and collect services and predict home deliveries will decrease as people visit their local branch once again. Both libraries are working to a COVID Safe plan to protect staff, volunteers, and visitors.

Bingara Branch activities:

- Rodney King hosted a history talk to eleven attendees, who enjoyed themselves and have booked a place for the next month's session.
- Volunteer: Bingara Library has welcomed a new volunteer. Tasks will include assisting the Librarian with Be Connected internet tutorials for seniors, craft with seniors and after school Tween/Teen craft group.
- Residents of Touriandi Aged Care facility visited the library again to meet with friends while enjoying a cuppa and chat.
- Volunteers from the local Opportunity Shop meet in the library on the third Monday of each month.
- TAFE New England meet in the branch each month for a staff outreach meeting. The meetings allow the branch Librarian to seek opportunities for a collaboration of services.
- Maker space Monday and Storytime Tuesday for under 5 years olds is increasing in attendance weekly.
- Tweens and Teenagers gather at the library every Tuesday and Thursday to use the iPads and gaming laptop purchased thanks to the Youth Funding Grant.
- Seniors enjoy their Be Connected internet tutorials in branch and via Zoom.

Warialda Branch activities:

- *Faunaverse* – Alex and Jane Dudley hosted a wonderful morning of poetry and songs about flora and fauna. Members of the community from the very young to the senior residents thoroughly enjoyed the event.
- Golden Oldies visit to Naroo – the residents made a wreath for their ANZAC service.
- Tech Savvy Kids – Afternoon programs involve lessons about online safety as well as playing games.
- Story time at the Toy Library – Story and craft with Toy Library members.
- Craft morning on the second and fourth Wednesdays of each month. The sessions are a great chance for members of the public to come in and learn a new craft and catch up with old and new friends.

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- Meet and Greet is an opportunity for people to come into the library to chat, check the library's resources and make some friends. Meet and Greet has been created to assist community members with mental and physical wellness.

Outreach

Be Connected to seniors in outer villages via zoom.

Staff Training

Bingara and Warialda Librarians successfully completed the following on-line training:

- Prejudice; How to respond to prejudicial comments from customers.
- Be Connected webinar, reports statistics and updates.
- Homeless training.
- Unattended children: how to talk to parents about their children's behaviour.

Achievements

- Bingara Library received a letter from Bingara Central School thanking the librarian for the shelving and display units, resources, assistance with stocktake and the redesign of their library.

Cr Catherine Egan, Deputy Mayor and Council staff attending the Central Northern Regional Library meeting at Tamworth on 21 April 2021.

Cleaning

Council Cleaning staff completed a First Aid course on 26 April 2021. The costs associated with this training was covered by external grants.

Council uniforms were ordered and supplied to cleaning staff.

Spot site inspections were carried out at Council buildings in Warialda this month. Positive feedback was received from staff.

Property Management

The Whitfeld unit renovations were completed and cleaned. The unit will now be leased.

A suitable tenant is still being sort for 113 Long Street, Warialda. Council has now engaged a local real estate agent to undertake this engagement process.

Notices of proposed rental increases for Council's commercial properties were sent.

Bingara Museum

Many of the Bingara Historical Society Heritage signs were erected at Maitland Street sites during the reporting period by Council staff. Council's role regarding this project is one of support only, and the information set out in

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the signs were drafted by the Society and all decisions made regarding such information are that of the Society.

GOVERNANCE

Declarations of Interest – there were Nil Declarations for April

Customer Service Requests (CRM)

CRMs carried forward

Department	Outstanding as at 1 April 2021	Completed since 1 April 2021	Outstanding as at 1 May 2021
Technical Services	20	14	6
Environment and Sustainability	25	19	6
Town Utilities Parks and Gardens	15	9	6
Building Services	8	4	4
Total Outstanding received prior to 1 March 2021			22

CRMs - 1 April 2021 to 1 May 2021

Department	Received during April 2021	Completed during April 2021	Outstanding as at 1 May 2021
Technical Services	35	21	14
Environment and Sustainability	22	5	17
Town Utilities Parks and Gardens	25	17	8
Building Services	17	6	11
Executive	0	0	0
Organisation and Community Services	2	2	0
Totals	101	51	50

CRMs received since 1 April 2021 and still outstanding as at 1 May 2021

Department	Open
Technical Services	20
Environment and Sustainability	23
Town Utilities Parks and Gardens	14

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Building Services	15
Executive	0
Organisation and Community Services	0
Total	72

CONSULTATION

Consultation has occurred within the Organisation and Community Development Directorate.

POLICY IMPLICATIONS

Policy implications are those relating to the 2020/2021 Operational Plan and the Policies of Gwydir Shire Council.

FINANCIAL IMPLICATIONS

The activities carried out by the Organisation and Community Development Department are in line with the 2020/2021 Operational Plan.

STRATEGIC IMPLICATIONS

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

OFFICER RECOMMENDATION

THAT the report be received

ATTACHMENTS

There are no attachments for this report.

COMMITTEE RECOMMENDATION TO COUNCIL:

THAT the Monthly Organisation and Community Services Report be received.

(Moved Cr D Coulton, seconded Cr Moore)

Item 3 Integrated Planning Requirements 2021/22 Operational Plan

FILE REFERENCE 21/10544

DELIVERY PROGRAM

GOAL: 5. Organisational Management

OUTCOME: 5.1 CORPORATE MANAGEMENT

STRATEGY: 5.1.1 Financial management and accountability systems - CFO - internal

AUTHOR General Manager

STAFF DISCLOSURE OF INTEREST Nil

IN BRIEF/ SUMMARY RECOMMENDATION

This report is seeking the approval to advertise the Integrated Planning and Reporting documents for comment.

TABLED ITEMS Nil

BACKGROUND

The draft IP & R documentation less the operational budget was circulated on 11th May 2021.

The draft of the 2021/22 draft Operational Budget is attached.

The document is very much a draft as the full impact of the various grant funded works already received, with many crossing over budget years, and the significant grant program announced in the Federal Budget are being incorporated into the document.

When reviewing the budget it is important to understand that the Accounting Standards require that grant income is recorded in the year received but the corresponding expenditure may occur in future budget years, which tends to distort the financial results between years.

While the documentation is on exhibition it is intended to have further internal staff meetings to refine the budget as well as a Councillor Workshop, which could be held on Thursday 17th June 2021 as an addition to the Committee Meetings.

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OFFICER RECOMMENDATION

THAT the report be received and that the Operational Plan be placed on exhibition for 28 days from Monday 17th May 2021.

FURTHER that a budget workshop be held on Thursday 17th June 2021.

ATTACHMENTS

AT- IP&R Documents

COMMITTEE RECOMMENDATION TO COUNCIL:

THAT the report be received and that the Operational Plan be placed on exhibition for 28 days from Monday 17th May 2021.

FURTHER that a budget workshop be held on Thursday 17th June 2021.

FURTHER that the annual charges for the Waste, Water and Sewerage Funds be increased at least by the allowable rate pegging limit set by IPart annually.

(Moved Cr Egan, seconded Cr Dixon OAM)

Item 4 Stronger Country Communities' Fund Round 4

FILE REFERENCE 21/11587

DELIVERY PROGRAM

GOAL: 1. A healthy and cohesive community

OUTCOME: 1.1 WE HAVE HEALTHY AND INVITING SPACES AND PLACES

STRATEGY: 1.1.3 Provide the right places, spaces and activities - OCD - external

AUTHOR General Manager

STAFF DISCLOSURE OF INTEREST Nil

IN BRIEF/ SUMMARY RECOMMENDATION

For determination of the funding priorities

TABLED ITEMS Nil

BACKGROUND

STAFF DISCLOSURE OF INTEREST Nil

IN BRIEF/ SUMMARY RECOMMENDATION

For determination of the funding priorities

TABLED ITEMS Nil

BACKGROUND

The NSW Government's Stronger Country Communities' Fund Round 4 (SCCF R4) is now open for applications.

The \$100 million Round Four includes up to \$50 million for projects that enhance female participation in sport, including change rooms. The remaining \$50 million will be made available for high-quality community amenity and sports-related infrastructure projects.

Attached are the guidelines for SCCF R4.

Applications opened on Saturday 1st May and will close at 12pm (AEDT) on Friday 25th June 2021.

The outcome of the grant application process will be announced during September 2021.

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COMMENT

Each Local Government Area is strongly encouraged to dedicate up to 50 percent of their allocated funding to projects relating to female sport either through enhanced infrastructure or relevant programs. The focus on female sports applies to both adult and youth sporting activities.

Projects are not eligible for funding if they are:

- located outside an eligible regional Local Government Area
- not submitted by an eligible entity
- located across multiple Local Government Areas boundaries
- exclusively for planning activities (e.g. master planning or heritage studies)
- for the maintenance or construction of local roads or other ongoing core service infrastructure works that are the ordinary responsibility of council or other levels of government
- for the delivery of essential or core government services that should be funded from another source such as local government, the NSW Government or the Commonwealth Government
- seeking retrospective funding to cover any project component that is already complete before applicants are informed of the outcome or funding is announced
- seeking grant funding for ongoing staff or operational costs beyond two years from execution of funding deed for programs, or any ongoing staff or operational costs for infrastructure projects
- for a general works package without specific scope, costs and location (e.g. 'upgrading lighting at sports ovals' without identifying the work required, number of sites or the locations)
- exclusively for marketing, branding, advertising or product promotion, including tourism marketing
- providing direct commercial and/or exclusive private benefit to an individual or business
- not clearly providing benefits that will significantly contribute to the objectives of the Stronger Country Communities Fund.

Eligible applications will be assessed against:

1. viability
2. community support
3. alignment with the Stronger Country Communities Fund objectives.

CONCLUSION

The allocation to Gwydir Shire Council is \$785,201. However any of the following organisations are eligible applicants:

1. regional councils and Joint Organisations

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2. non-government organisations
3. community organisations registered as incorporated associations
4. Local Aboriginal Land Councils.

The following projects have either been suggested by senior staff or members of the community in correspondence with the Council:

Project details	SCCF objective being achieved		Recommended
	To deliver enhanced infrastructure and programs that remove barriers to female participation in sport across regional NSW.	To boost the liveability of communities in regional areas by providing new or upgraded social and sporting infrastructure or community programs that have strong local support	
Disabled person respite and Challenge activity centre Warialda		\$500,000	
Refurbishment of the Bingara War Memorial		\$60,000	
New amenities complex for Nicholson Oval Warialda. This will better accommodate the increased use of the oval by female sporting teams. There are at present no dedicated female facilities. The Warialda Sports Council will contribute \$10,000	\$525,201		\$525,201
Bingara Jockey club – building – rebuild to include female jockey changing room and show office	\$150,000		\$150,000
Bicentennial Park Bingara an additional shelter and table plus solar lighting		\$35,000	
An additional shade structures at each of the following locations - All Abilities Park, Apex Park and Captain Cook Park in Warialda		\$100,200	
Long day care centre Warialda		\$750,000	
Gravesend Hall to finalise the restoration.		\$60,000	
Warialda Rail Recreation Ground Toilet		\$40,000	
CWA Park Bingara All Abilities equipment improvements		\$171,850	
Gwydir Oval basketball/netball court – construction of a “COLA” cover		\$150,000	
Roxy Complex painting façade, maintenance to awning, replace lights with LED globes and internal building maintenance.		\$110,000	\$110,000
Totals	\$675,201	\$1,977,050	\$785,201

OFFICER RECOMMENDATION

THAT the recommended projects be submitted for funding

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ATTACHMENTS

AT- Guidelines

COMMITTEE RECOMMENDATION TO COUNCIL:

THAT the following recommended projects be submitted for funding:

- **New amenities complex for Nicholson Oval Warialda \$525,201;**
- **Bingara Jockey club – building – rebuild to include female jockey changing room and show office \$150,000; and;**
- **Roxy Complex maintenance \$110,000**

(Moved Cr Young, seconded Cr Moore)

Item 5 Gwydir Learning Region Monthly Report

FILE REFERENCE 21/11147

DELIVERY PROGRAM

GOAL: 5. Organisational Management

OUTCOME: 5.1 CORPORATE MANAGEMENT

STRATEGY: 5.1.3 Administrative functions - GM - internal

AUTHOR General Manager

STAFF DISCLOSURE OF INTEREST Nil

IN BRIEF/ SUMMARY RECOMMENDATION

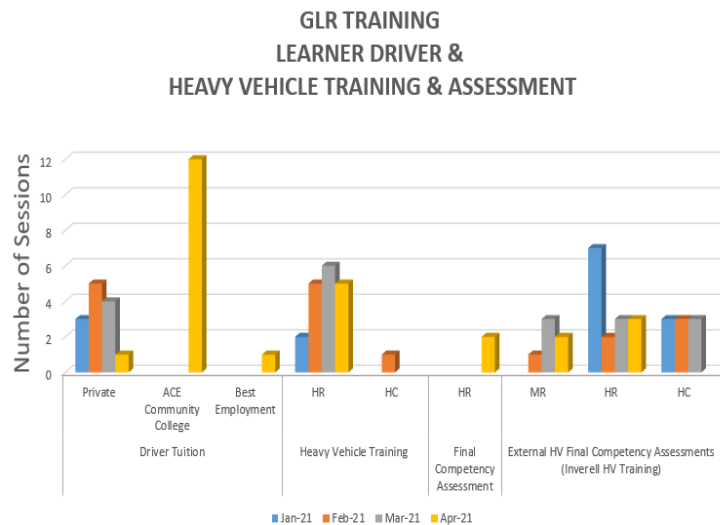
This report is for notation.

TABLED ITEMS Nil

BACKGROUND

COMMENT

GLR Automotive Trade Training Centre (ATTC)



Heavy Vehicle Training and Assessment

Heavy Vehicle Training numbers have been consistent over April, with enquiries regarding smart and skilled funding increasing.

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Throughout April five (5) clients have undertaken heavy vehicle training, with all five obtaining their HR (heavy rigid) license.

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

Council's assessors also completed five (5) Final Competency Assessments for Inverell Heavy Vehicle Training (IHVT) clients. In accordance with Australian Skills Quality Authority (ASQA) and Transport for NSW regulations, where practical, final competency assessments are not carried out by the trainer. This arrangement has been in place for some time and is mutually convenient for both Council and IHVT.

Learner Driver Tuition

As illustrated in the graph, fourteen (14) learner driver sessions were booked throughout the month of April 2021, twelve (12) of them through Council's agreement with ACE Community College.

Cert IV Child Care and/or Hospitality plus Barista training

The possibility of running subsidised training in these areas locally is being explored. There is a definite opportunity for paid employment for graduates from these training programs.

OFFICER RECOMMENDATION

THAT the report be received

ATTACHMENTS

There are no attachments for this report.

COMMITTEE RECOMMENDATION TO COUNCIL:

THAT the GLR Monthly report be received.

(Moved Cr Galvin, seconded Cr Young)

Item 2 Children's Day Care - Warialda

FILE REFERENCE 21/11282

DELIVERY PROGRAM

GOAL: 1. A healthy and cohesive community

OUTCOME: 1.1 WE HAVE HEALTHY AND INVITING SPACES AND PLACES

STRATEGY: 1.1.3 Provide the right places, spaces and activities - OCD - external

AUTHOR General Manager

STAFF DISCLOSURE OF INTEREST Nil

IN BRIEF/ SUMMARY RECOMMENDATION

This report recommends that the Council supports in principle the allocation of 123 High Street Warialda to the Inverell District Family Services as the Warialda Children's Day Care Centre if the current investigation proves the viability of the endeavour.

TABLED ITEMS Nil

BACKGROUND

The Warialda and District Chamber has advised the Council that one of its highest priority issues is the decreasing availability of appropriate child care in Warialda.

This is a service lacking across the Shire generally.

The Shire's staff have had some discussion with an external private provider but for this service to operate within Warialda the Council would need to provide a purpose built building. The estimated cost would be \$750,000 plus the land component. This was listed as a possible project under the latest Stronger Country Communities' Fund but not recommended.

The Chamber has recently made contact with the Inverell District Family Services (IDFS) about the possibility of its existing services being expanded to include Warialda. Shire staff met with representatives from the Chamber and Ms. Nicki Lavender last week to explore the options available. The repurposing of an existing building is considered a viable option and following the meeting an inspection of 123 High Street Warialda was undertaken.

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Ms. Lavender expressed the opinion that 123 High Street could be converted at reasonable cost so that it would be suitable for a registered Child Care Centre for up to 20 children. From Ms. Lavender's experience the centre would need at least 8 children attending daily to be viable, which according to the research undertaken by the Chamber would be achievable.

Ms. Lavender explained the current fee structure of IDFS and it would appear that the fees would be within the reach of most families requiring the service.

COMMENT

There is still significant preparatory work to be undertaken to establish the viability of the project by IDFS and the Council but the early indication is positive. An early preliminary estimate of the refurbishment costs is around \$130,000 although the Chamber representatives are confident that volunteer labour will reduce this amount significantly. Once the estimate is quantified an appropriate allocation will be included in the operating plan, if supported by the Council.

Obviously if 123 High Street Warialda is allocated for this purpose than it would not be available for sale. However, any funds received from any purchase were earmarked to construct town house style accommodation, which would better suit the need for visiting doctors. This is not as urgent a requirement following some recent discussion held with the Warialda doctors as outlined in another report on this Committee's agenda.

OFFICER RECOMMENDATION

THAT the report be received.

FURTHER that the Council supports in principle the allocation of 123 High Street Warialda to the Inverell District Family Services as the Warialda Children's Day Care Centre if the current investigation proves the viability of the endeavour.

ATTACHMENTS

There are no attachments for this report.

COMMITTEE RECOMMENDATION TO COUNCIL:

THAT the report be received.

FURTHER that the Council supports, in principle, the allocation of 123 High Street Warialda to the Inverell District Family Services for either reasonable rental or nominal purchase as the Warialda Children's Day Care Centre if the current investigation proves the viability of the endeavour through a business plan.

(Moved Cr Young, seconded Cr Dixon OAM)

Cr Stuart Dick

Various Matters

Cr Dick advised the meeting of the following matters:

Firstly he attended the Warialda Show and acknowledged the excellent work undertaken by the Show Committee in the conduct of the event; and;
Secondly requested the staff to write to the Department of Transport and once again request that the Bridges over the Gwydir River and Halls Creek be painted.

Cr Jim Moore

Yetman side of the by-pass washing out

Cr Moore requested advice on how the Council intends to address the issue of the washing out that occurs during storms at the subject location. The meeting was advised that the problem is a direct result of the unauthorised land clearing that occurred adjacent to the intersection, which will require rectification on the private land in consultation with the landowner.

Cr Marilyn Dixon OAM

Various matters

Cr Dixon advised the meeting of the following matters:

Firstly that the new storerooms built under the Gwydir Oval Grandstand require ceiling linings to eliminate the dust falling from above as people move around the Grandstand; and;
Secondly there is a requirement for some nature strip and drainage maintenance required on the corner of Heber and Dinoga Streets adjacent to Mrs Robinson's property.

Cr Geoff Smith

Mice plague

Cr Smith requested that the Shire's Local State Member, The Hon. Adam Marshall, be contacted and requested to consider any and all actions, such as aerial seed baiting, to address the current very serious mouse infestation problem.

Cr Frances Young

Art Printing Workshop

Cr Young advised the meeting that the workshop held at The Living Classroom was very successful and even achieved a slight surplus.

Cr Tiffany Galvin

Community Calendar

Cr Galvin requested information on exactly how community members can pass on future events for inclusion into the calendar. The particular events mentioned for inclusion were;

Bingara Hospital's Carols by Candlelight on 12th December 2021; and;
The Santa visit to Bingara RSL Club on 19th December 2021.

Cr Catherine Egan

Various matters

Cr Egan advised the meeting of the following matters:

Firstly Cr Egan advised the meeting of the very positive feedback she has received regarding the Council's newsletter;
Secondly that she supports the action proposed by Cr Smith regarding the mice and that she hopes it assists the gentleman who contacted all Councillors this week concerning his mice problem;
Will there be a Willoughby Exchange this year, the meeting was advised that this will be checked; and;
Finally given the terrible mouse problem will the rangers please follow up on houses surrounded by debris which provides a habitat for mice breeding.

Cr David Coulton

Thanks

Cr D Coulton expressed his thanks to:
The Council staff who assisted the Warialda Show Committee in the lead up to the show;
Cr Dick for representing Cr Coulton recently at a meeting; and;
The Shire Engineer for responding so promptly to a resident's request for assistance.

General Manager

Community Meetings

The meeting was advised that the round of community meeting resolved at the April Ordinary Council Meeting will be held on the following dates:

Town	Location	Time	Date
Warialda Rail	Rec Ground	4.30 pm	Wed 9 th June 2021
Upper Horton	Club	6 pm	Thurs 10 th June 2021
North Star	Club	6 pm	Tues 15 th June 2021
Croppa Creek	Club	6 pm	Wed 16 th June 2021
Gravesend	Old RSL	6 pm	Thurs 17 th June 2021
Bingara	Roxy	6 pm	Mon 28 th June 2021
Coolatai	Hall	6 pm	Tues 29 th June 2021
Warialda	Town Hall	6 pm	Thurs 1 st July 2021

Meeting closed 11.46 am