



MINUTES ORDINARY MEETING

GWYDIR SHIRE COUNCIL

THURSDAY 26 MARCH 2020

COMMENCING AT 9.00AM

WARIALDA OFFICE COUNCIL CHAMBERS

Present:

Councillors: Cr. John Coulton (Mayor), Cr. Jim Moore,
Cr. Geoff Smith, Cr. David Coulton, Cr
Stuart Dick, Cr Tiffany Galvin and Cr
Frances Young

Staff: Max Eastcott (General Manager), Leeah Daley (Deputy
General Manager), Helen Thomas (Manager, Finance),
and Tim Greensill (Manager, Information Services)

Public: Nil

Visitor: Mrs Lisa Meader during discussion on Item 7 COVID-
19 Response

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OFFICIAL OPENING AND WELCOME – MAYOR

APOLOGIES Cr. Catherine Egan (Deputy Mayor), Cr Marilyn Dixon OAM and Alex Eddy (Manager, Engineering Services)

COUNCIL RESOLUTION:

MINUTE 45/20

THAT the apologies of Cr. Catherine Egan (Deputy Mayor), Cr Marilyn Dixon OAM and Alex Eddy are accepted.

(Moved Cr Young, seconded Cr Galvin)

CONFIRMATION OF THE MINUTES

COUNCIL RESOLUTION:

MINUTE 46/20

THAT the Minutes of the previous Council Meeting held on Thursday 27 February 2020 as circulated be taken as read and CONFIRMED.

(Moved Cr D Coulton, seconded Cr Dick)

PRESENTATION Nil

CALL FOR THE DECLARATIONS OF INTERESTS AND CONFLICTS OF INTEREST

Cr Smith declared a less than significant pecuniary interest in DA 8/2020 mentioned in Item 3 Monthly Executive Report – February 2020

ADDITIONAL/LATE ITEMS

COUNCIL RESOLUTION:

MINUTE 47/20

THAT the following items, namely:

- 1. COVID 19 Response**

are accepted as late items onto this Agenda for discussion.

(Moved Cr Galvin, seconded Cr Young)

**COMMITTEE OF THE WHOLE – CONFIDENTIAL ITEMS
COUNCIL RESOLUTION:
MINUTE 48/20**

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 the Items listed on the agenda.

(Moved Cr Galvin, seconded Cr Moore)

ADOPTION OF THE RECOMMENDATIONS OF THE CONFIDENTIAL SESSION

**COUNCIL RESOLUTION:
MINUTE 49/20**

THAT the recommendations of the Confidential Session, namely:

Tender for the Supply and Delivery of Bulk Fuels (Withdrawn)

Monthly Confidential Organisation and Community Development Report - February 2020 (Ref: 50/20)

THAT the monthly Confidential Organisation and Community Development Report for February 2020

Bingara Pool and Splash Park Tenders (Ref: 51/20)

THAT the tender from Beau Homes Pty Ltd trading as Beau Corp Aquatics and Constructions (Beau Corp) be accepted and contracted to design and construct a Splash Program Pool and associated works at the Bingara Pool Precinct - including beach entry – maximum incline 1:20 option.

FURTHER that the tender from Beau Homes Pty Ltd trading as Beau Corp Aquatics and Constructions (Beau Corp) be accepted and contracted to design and construct a 25 metre pool and Associated Works at the Bingara Pool Precinct including the Extra over price deep end 2.5 metres option and excluding the suggested electronic touch pad system.

FURTHER THAT the above tender acceptances are subject to the following matters being addressed to the satisfaction of the General Manager under delegation:

- 1. Hire equipment rates**

2. How the parties will determine the standard of the equipment to be used or supplied
3. Whether the Tenderer is prepared to engage an independent specialist (at its own costs) to inspect and provide a report as to the water volume turnover timing and rate
4. As to whether the Tenderer can provide full technical data sheets to Council with regard to all proposed filter and pump systems
5. Any further issues which may arise from the above points, and any matters which are identified by Council's Procurement Contractor following her analysis of the responses.

Councillor Reports (Ref: 52/20)

THAT the following Councillor Reports are noted:

- Rural Fire Service service level agreement;**
- Fuel tender;**
- BRoc Meeting;**
- LEMC COVID-19 Meeting; and;**
- Planning Panel Determination of Pearlman Quarry.**

are adopted.

(Moved Cr Young, seconded Cr Galvin)

Item 1 Vale Austin Joseph Abbott Mack OAM

DELIVERY PROGRAM

GOAL: 4. Proactive Regional and Local Leadership

OUTCOME: 4.1 WE ARE AN ENGAGED & CONNECTED COMMUNITY

STRATEGY: 4.1.1 Encourage an informed community - GM - external



**Austin Joseph Abbott Mack OAM
4th May 1935 – 29th February 2020**

Austin Joseph Abbott Mack was first elected to Bingara Shire Council in 1968.

He served as the Shire's President in 1987 to 1988 and again in 1991.

He was also the President of the then NSW Shires Association in 1990 and 1991 as well as the Association's Patron from 1996.

For his work in local government Austin Mack was awarded an OAM.

Please stand and join me in a minute's silence acknowledging the passing of Austin Joseph Abbott Mack and his past commitment to the residents of the former Bingara Shire.

OFFICER RECOMMENDATION

THAT the report be received

**COUNCIL RESOLUTION:
MINUTE 53/20**

THAT the report recognising the life of Austin Joseph Abbott Mack OAM be received.

(Moved Cr D Coulton, seconded Cr Moore)

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Chairman

Item 2 Councillors' Monthly Activity Statement for February 2020

DELIVERY PROGRAM

GOAL: 4. Proactive Regional and Local Leadership

OUTCOME: 4.1 WE ARE AN ENGAGED & CONNECTED COMMUNITY

STRATEGY: 4.1.2 Enable broad, rich and meaningful engagement to occur - GM - external

The Councillors' activity schedule for February 2020 commitments is outlined below:

February 2020		
Councillor	Event	Date
Cr J Coulton (Mayor)	Nikki Adams Farewell – The Roxy Cafe	12 th Feb.
	Committee Meeting – Warialda	13 th Feb.
	Naroo Meeting - Warialda	13 th Feb.
	Meeting Lauren Marer	13 th Feb.
	Region 11 MDA Meeting – Warialda	20 th Feb.
	Toowoomba to Seymour Roads of Strategic Importance – Narrabri	21 st Feb.
	Gwydir Regional Water Strategy Meeting – Bingara	26 th Feb.
	Ordinary Council Meeting - Warialda	27 th Feb.
Cr Catherine Egan (Deputy Mayor)	Namoi Unlimited Meeting - Gunnedah	4 th Feb.
	Local Strategic Planning Stakeholder Group meeting – The Roxy Conference room	5 th Feb.
	Nikki Adams Farewell – The Roxy Cafe	12 th Feb.
	Committee Meeting - Warialda	13 th Feb.
	Special Events Meeting – Bingara	13 th Feb.
	Library Lovers Opening – Bingara Library	14 th Feb.
	Vision 20/20 Meeting – Roxy Conference room	19 th Feb.
	Gwydir Regional Water Strategy Meeting - Bingara	26 th Feb.
Ordinary Council Meeting - Warialda	27 th Feb.	
Cr David Coulton	Local Strategic Planning Stakeholder Group meeting – The Roxy Conference room	5 th Feb.
	MDA meeting – Bingara	10 th Feb.
	Nikki Adams Farewell – The Roxy Cafe	12 th Feb.
	Committee Meeting - February	13 th Feb.
	MDBA meeting - Warialda	20 th Feb.

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Chairman

	Ordinary Council Meeting - Warialda	27 th Feb.
Cr Stuart Dick	Local Strategic Planning Stakeholder Group Meeting – The Roxy Conference room	5 th Feb.
	Nikki Adams Farewell – The Roxy Cafe	12 th Feb.
	Committee Meeting - Warialda	13 th Feb.
	Carinda House Meeting - Warialda	13 th Feb.
	Bingara RFS Support AGM	23 rd Feb.
	Ordinary Council Meeting - Warialda	27 th Feb.
Cr Dixon OAM	Committee Meeting – Warialda	13 th Feb.
	Special Events Meeting - Bingara	13 th Feb.
	Disability Access Committee Meeting - Bingara	14 th Feb.
Cr T Galvin	Country Education Foundation Interviews - Bingara	5 th Feb.
	Local Strategic Planning Stakeholder Group meeting – The Roxy Conference room	5 th Feb.
	CEF of Gwydir Meeting - Bingara	10 th Feb.
	Committee Meeting – Warialda	13 th Feb.
	Disability Access Committee Meeting - Bingara	14 th Feb.
	Ordinary Council Meeting - Warialda	27 th Feb.
Cr J Moore	Local Strategic Planning Stakeholder Group meeting – The Roxy Conference room	5 th Feb.
	Committee Meeting - Warialda	13 th Feb.
	Warialda Historical Society Meeting	20 th Feb.
	Northern Slopes Landcare Association Board Meeting - Bingara	25 th Feb.
	Ordinary Council Meeting - Warialda	27 th Feb.
Cr G Smith	North West Weight of Loads Meeting - Moree	3 rd Feb.
	Committee Meeting – Warialda	13 th Feb.
	Ordinary Council Meeting - Warialda	27 th Feb.
Cr F Young	Local Strategic Planning Stakeholder Group meeting – The Roxy Conference Room	5 th Feb.
	Committee Meeting - Warialda	13 th Feb.
	Disability Access Committee meeting – Bingara	14 th Feb.
	Ordinary Council Meeting - Warialda	27 th Feb.

OFFICER RECOMMENDATION

THAT the Councillor Activity Statement for February be received

**COUNCIL RESOLUTION:
MINUTE 54/20**

**THAT the Councillor Activity Statement for February be received.
(Moved Cr Young, seconded Cr Galvin)**

Item 3 Monthly Executive Report - February 2020

FILE REFERENCE

DELIVERY PROGRAM

GOAL: 5. Organisational Management

OUTCOME: 5.1 CORPORATE MANAGEMENT

STRATEGY: 5.1.3 Administrative functions - GM - internal

AUTHOR General Manager

STAFF DISCLOSURE OF INTEREST Nil

IN BRIEF/ SUMMARY RECOMMENDATION

The monthly Executive report details the activities carried out by the Department during the months of February 2020.

BACKGROUND

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

PLANNING and DEVELOPMENT

There were no Development (D/A)/Complying Development (CDC) and Development Modification (s96) applications approved for the month of February 2020.

No.	Property Description	Development/ Work	\$	D/A	S96	CDC
35/2016	C B Collette Lot 2 DP 1089827 4 Lanagans Lane Bingara	Modification of the roof and some interior and exterior elements of the detached Granny Flat with attached Carport	\$80,000	-	✓	-
25/2019	K F Acres Lot 24 DP 1202798 39 Ironbark Drive Warialda	Modification of roofing material from colourbond to zinc alum	\$311,497	-	✓	-
40/2019	Global Ag Properties Australia Pty Ltd Lots 22, 25 and 116 DP 756029, Lot 3 DP 884094, Lot 1 DP 1066964 and Lot 3 DP 1126235 22184 Bruxner Way Boggabilla	2 Lot Rural Subdivision	\$1,00	✓	-	-
1/2020	Warialda Jockey Club Lot 146 DP 751137 R1000331 128 Racecourse Road Warialda	Partial demolish and extend the female amenities building	\$25,000	✓	-	-
2/2020	W J Macdonald Lot 1 DP 719647 16 Old Keera Road Bingara	2 Lot Residential Subdivision	\$1,000	✓	-	-

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Chairman

2/2020	M J Johnson Lot 1 DP 534961 25 East Street Warialda	Detached Garage	\$16,500	-	-	✓
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The following Development (D/A)/Complying Development (CDC) and Development Modification (s96) applications remain outstanding at the end of February 2020.

No	Property Description and Description of Work	Reason	D/A	S96	CDC
49/2016	Ceres Ag 'Gunyaerwarildi' 1470 North Star Road Warialda - Continued occupation/use of rural worker accommodation being the installation of a number of premanufactured cabins	Approved in principal awaiting compliance certification or engineering certification for the cabins	✓	-	-
2/2018	G & L Hosegood 'Barrak' 163 Upper Whitlow Road Whitlow - 20,000m3 quarry for Council use	Awaiting Environmental Impact Statement as the quarry is considered designated development	✓	-	-
30/2018	M A Spencer 'Log Cabin' 2213 Gulf Creek Road Gulf Creek - 15,000m3 quarry for Council use	Request for additional information regarding compliance with Biodiversity Conservation Act 2017 for the removal of vegetation	✓	-	-
35/2018	B Hutchins 63 Bingara Street Warialda - Mixed residential and commercial development including the opening of 'Gully Pub' with a small bar licence and retail antiques business	Request for additional information regarding whether the existing building meets or can meet current fire safety requirements under the National Construction Code for mixed commercial and residential use	✓	-	-
12/2019	Gwydir Shire Council 396 Taroona Road Warialda - Quarry	Request for addition information by the assessing Planning Consultant independent of Council	✓	-	-
29/2019	Groundworks Plus and AT Pearlman 1375 Croppa Creek Road North Star - 490,000 tonne Quarry	Assessment supplied to Regional Planning Panel – Determination meeting set for the 18 March 2020	✓	-	-
39/2019	DJ Bull Fairford Road Warialda - 2 Lot Large Lot Subdivision	Request for Additional Information from applicant in relation to requirements under the Biodiversity Conservation Act 2016	✓	-	-
3/2020	R J Swain 1550 Adams Scrub Road Delungra - 10,000m3 Gravel Quarry	At exhibition and notification stage	✓	-	-
4/2020	L R Turvey and CL Turner 85 Burundah Drive Warialda - Detached Garage	At exhibition and notification stage	✓	-	-
5/2020	D K and C L Barwick 21 Holden Street Warialda - Covered Entertainment Deck attached to existing garage	At exhibition and notification stage	✓	-	-
6/2020	J I Noad 223 Langley Road Balfours Peak - 2 Lot Rural Subdivision	At exhibition and notification stage	✓	-	-
7/2020	M S Young 8 Finch Street Bingara - Detached Garage	At exhibition and notification stage	✓	-	-
8/2020	J A McGregor and Kameg Pty Ltd 127 and 129 Stephen Street Warialda - Remove Silo from 127 Stephen Street and relocate to 129 Stephen Street	At exhibition and notification stage	✓	-	-

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

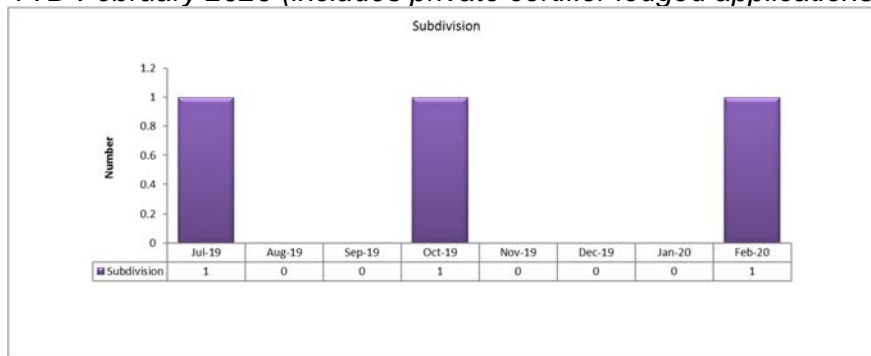
There were no Development (D/A)/Complying Development (CDC) and Development Modification (s96) applications refused(R)/ withdrawn (W)/ Cancelled (C) for the month of February 2020.

There were no Complying Development (CDC) and/or Construction Certificates (CC) application/s approved by Private Certifiers and lodged with Council for the month of February 2020.

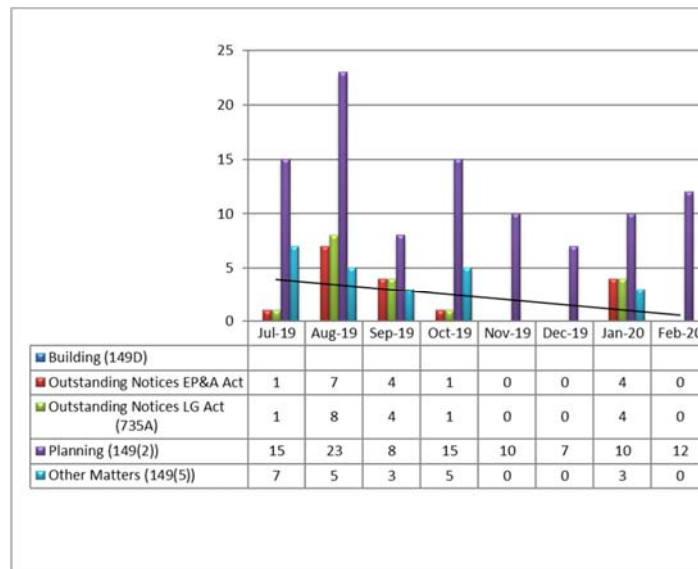
There were no Development (D/A) and Complying Development (CDC) applications determined where there has been a variation in standards under SEPP 1 or clause 4.6 of the Gwydir Local Environmental Plan 2013 for the month of February 2020.

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

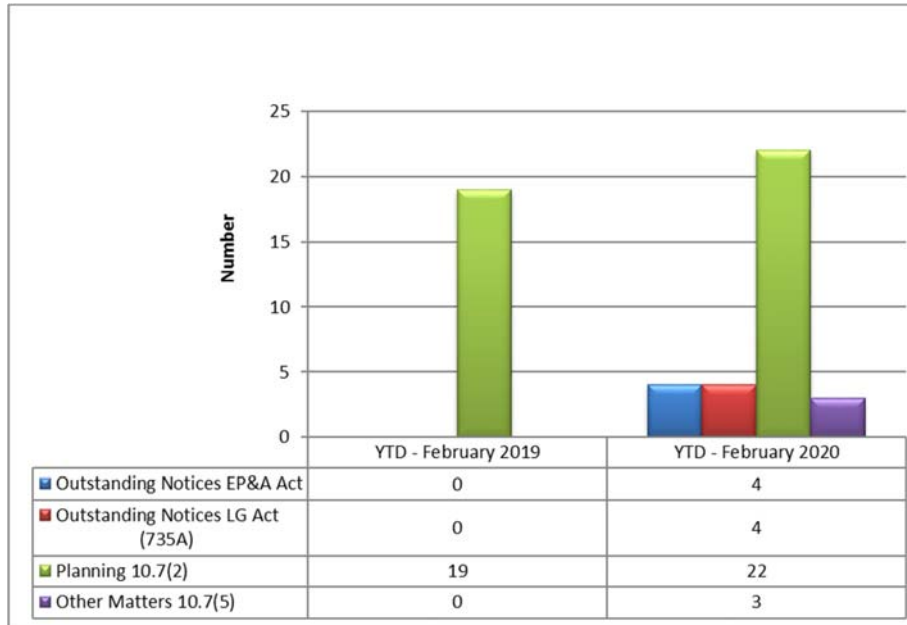
YTD February 2020 (includes private certifier lodged applications)



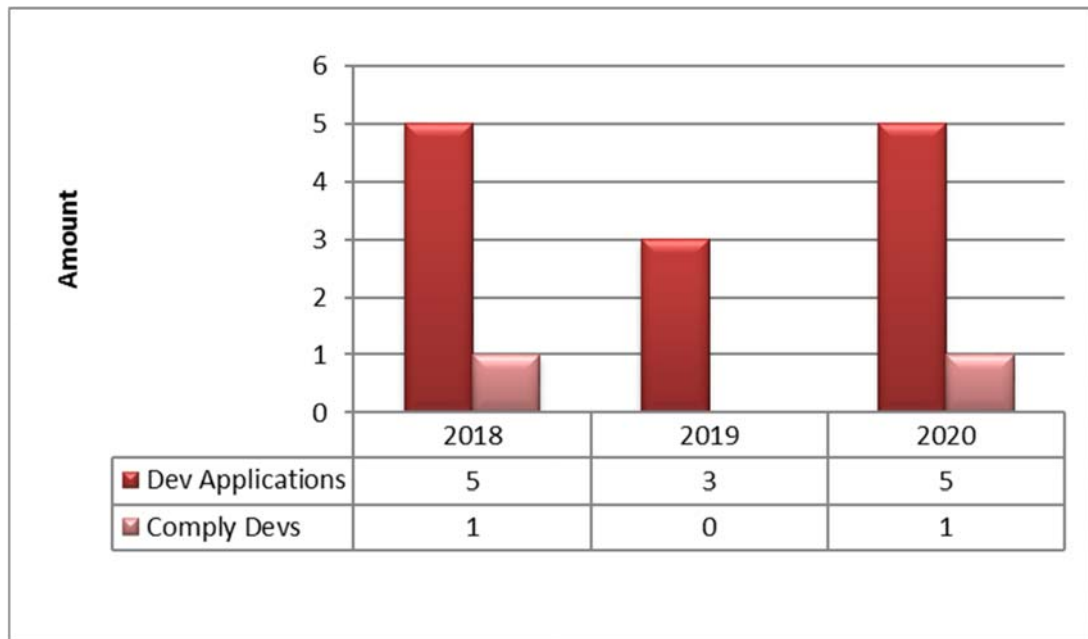
The following graph shows Conveyancing Certificates issued for February 2020 compared with the previous seven (7) months.



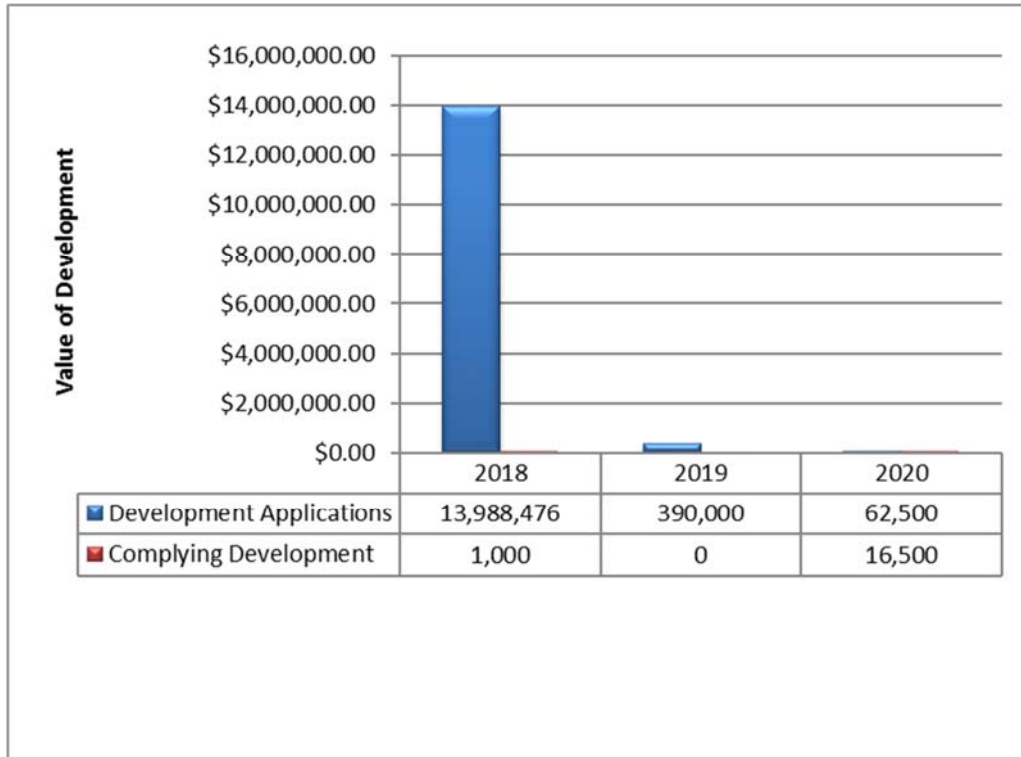
The following graph shows the number of Conveyancing Certificates issued up to and including the month of February 2020 compared with the same period in 2019.



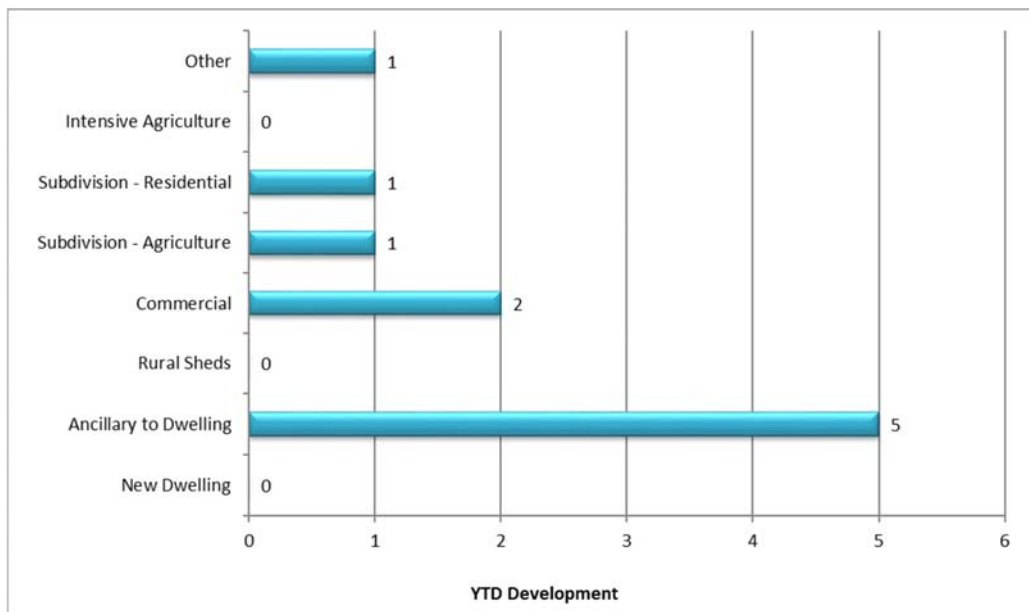
The table below shows a comparison between total applications lodged for the month of February 2020 compared to the previous two years (excluding private certifier lodged applications).



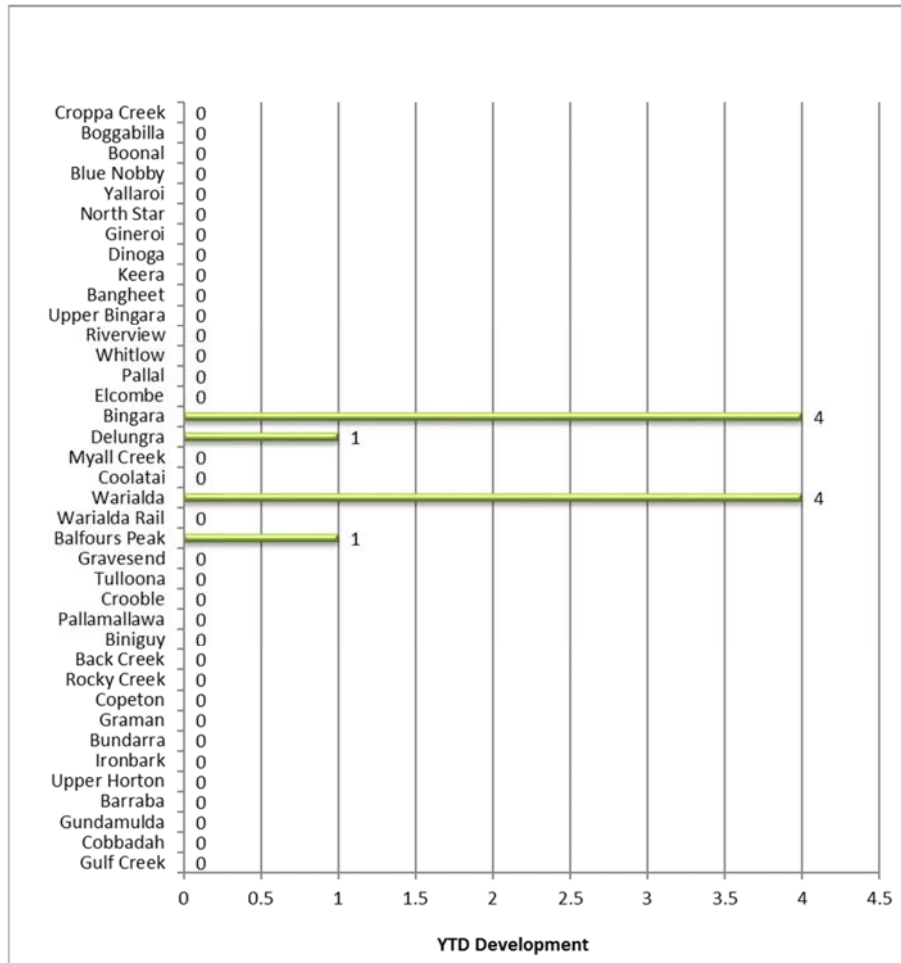
The table below shows a comparison between total applications lodged for the month of February 2020 compared to the previous two years (excluding private certifier lodged applications).



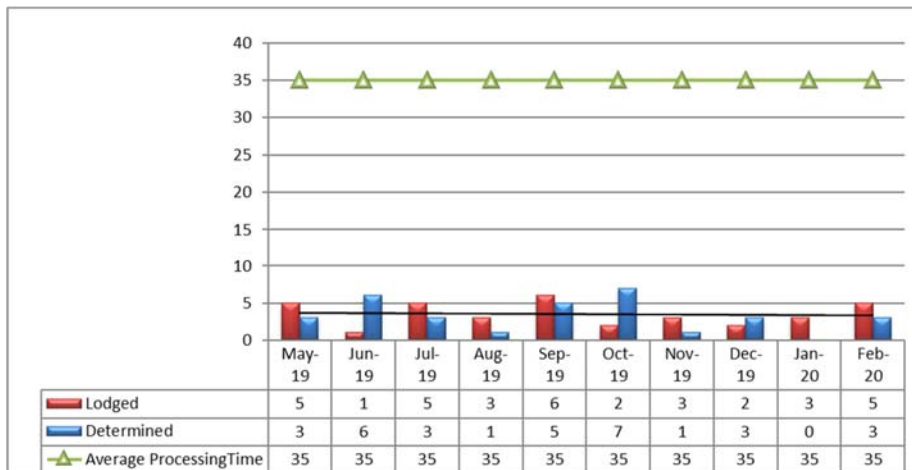
Development Applications received for the year by type – YTD February 2020 (includes private certifier lodged applications)



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



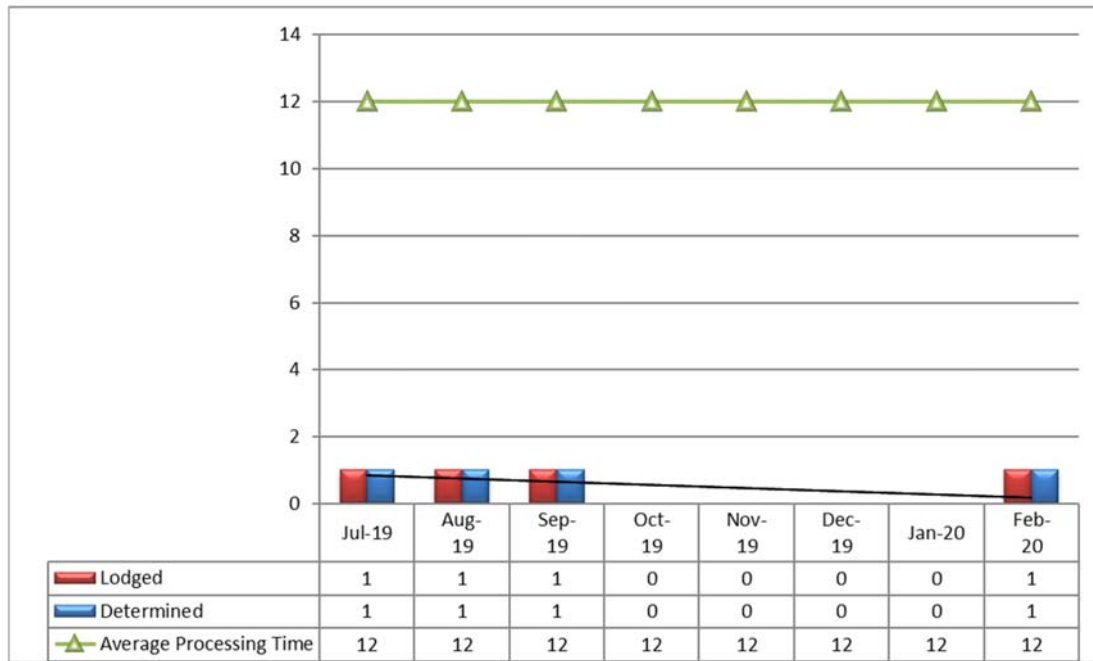
Development Application Analysis – for the nine (9) months up to the end of February 2020 (excludes private certifier lodged and approved applications)



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Chairman

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



GWYDIR LEARNING REGION

Automotive Trade Training Centre (ATTC) - Warialda

Heavy Vehicle Training

Five Final Competency Assessments (FCA’s) were completed during the month of February 2020. These were all for Heavy Rigid (HR) vehicle licences.

Learner car

Thirty-six bookings were made for February 2020. Thirty one of these were completed through ACE Community College with 15 being located at Glen Innes and 16 at Inverell. Another single private lesson was conducted separately in Inverell, with a further two in Warialda and two in Bingara.

TAFE - Automotive Vocational Preparation Certificate II

Automotive classes have recommenced at the Automotive Trade Training Centre for 2020. Again this year there are two classes; a new class and a continuing class. The classes are combined and run together. Although records are not kept it is safe to say that a large percentage of attendees continue on to gain full working apprenticeships or similar. Completing the Automotive Courses gives students a foot in the door for other work opportunities.

Warialda High School (WHS)

WHS regularly uses the Automotive Trade Training Centre to conduct engineering classes.

Community College

The Automotive Trade Training Centre’s facilities will soon be utilised by Community College who will run funded welding and construction classes one day a week starting on Friday 13 March 2020.

Smart and Skilled

In an earlier report the prospect of receiving funding for training was discussed. Gwydir Shire Council has now been approved to run specific short courses under the Smart and Skilled program. The main focus group will be farmers and others affected by drought but it is not limited to this area. The funding will allow free or low cost training for individuals and will place increased demand for training in the GLR Training department. The five heavy vehicle licensing units currently provided will be offered. Additional courses under this program may be applied for and added to the scope of training conducted by Council at a later date.

The first batch of students will commence in early March 2020 for truck driver training.

GLR Manager’s Report

Use of The Living Classroom. (Attendees in brackets)

- The Friends of Myall Creek Committee met at TLC during February - (12)
- The Local Community Services Assn held a meeting at TLC - (11)
- Gravesend Primary School visited TLC and explored options for growing plants and making a kitchen garden - (23)



Gravesend Primary School visiting TLC

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Chairman

- Bingara U3A conducted a Line Dancing session in the Classroom on three Saturdays during February - (14)
- Gwydir Ark members conducted a new and replacement Koala Food tree planting session on two occasions. Nearly 200 new trees were added to the Bio-links corridor that runs through TLC - (6)
- Writer Peter Stewart conducted a four day writing and screenplay workshop at TLC in February - (4)
 - The weather station and olive tree measurement devices had a service by Martin Levins of The Australian Curriculum, Assessment & Reporting Authority (ACARA) on behalf of ICT International. ICT is an Armidale based consultancy and manufacturer in Irrigation Technology in business since 1982. 110mm of rain recorded at TLC in February – (2)



Martin Levins of ACARA servicing the weather station



TLC beginning its slow recovery from drought. Drone picture from Scott Crispin February 2020.

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Chairman

Other GLR Matters:

The Manager attended a Soils and Grazing Workshop at ‘Wilmott’, Hernani near Ebor. The principal themes were resilience and recovery and the importance of soil knowledge and health – 350 attended



‘Wilmott’ after 200mm of summer rain. In December 2019 fire burnt through the trees and grasses in the valley at right middle distance. This picture shows how quickly Nature can change.

CARAVAN PARKS

Defibrillators have been purchased for Bingara and Warialda Caravan Parks with the assistance of a grant amounting to \$2,000 through the Caravan Industry Association of Australia. Staff will receive training in the use of these defibrillators in the coming weeks.

All electrical equipment used at each park has been tagged and tested.

Bingara – a washing machine has been repaired using a local contractor.

Warialda – Council’s drought casual staff installed a new garden and irrigation along the park’s Holden Street boundary and erected a boundary fence adjacent to the Warialda Recreation Ground eastern access. These works now define the area and will allow privacy to future visitors.

CRANKY ROCK

The new cement curbing surrounding the Reserve’s playground has sections which have broken up. The contractor has agreed to replace these sections before the end of March 2020.

PROPERTY MANAGEMENT

Aged Units

All of Council’s aged units are now occupied.

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Chairman

SWIMMING POOLS

Council recently purchased an inflatable obstacle course through the Drought Stimulus – Regional School Holiday Activities grant.



Warialda Swimming Pool hosted a very successful fun day on Saturday 15 February with approx. 350 – 400 people in attendance from across the region. Council provided free entry for the day.

The new inflatable obstacle course in action at the Warialda Swimming Pool on Saturday 15 February 2020.

Council has submitted an application for sun shade shelters on behalf of the Bingara and Warialda Swimming Clubs through the NSW Increasing Resilience to Climate Change Community Grant Program.

All electrical equipment used at each centre has been tagged and tested.



COUNCIL’S CLEANING CONTRACT

During the reporting period, in addition to the scheduled regular program, cleaning was completed at:

- The Living Classroom and Bunkhouse – various meetings/courses, Gravesend School visit, Writers Workshop, line dancing
- Warialda Recreation Ground – High school sports, Rally
- Warialda Memorial Hall – Seniors Week Bingo, karate, yoga classes
- New Bingara Library – for opening of the new library
- Unit 4 Whitfeld Place – for re-leasing

GOVERNANCE

Declarations of Interest

Declarations of Interest	Pecuniary - significant	Pecuniary – less than significant	Non-Pecuniary - significant	Non-Pecuniary – less than significant
February - Committee	0	0	0	0
February – Ordinary	0	0	0	0

Customer Service Requests

Customer Service Requests	Building Services	Technical Services	Town Utilities	Environmental and Sustainability Services	OCD	Total Rec'd	Total Pending as at 29.02.2020
July Received	14	45	19	13	0	91	
July Pending	0	0	0	0	0		0
August Received	15	84	25	24	0	148	
August Pending	0	0	0	1	0		1
September Received	15	131	14	19	0	179	
September Pending	1	0	2	0	0		3
October Received	17	98	10	13	0	138	
October Pending	0	1	1	1	0		3
November Received	3	121	18	1	0	143	
November Pending	2	2	4	0	0		6
December received	19	135	11	6	4	175	
December pending	2	3	0	1	0		6
January received	16	90	23	22	0	151	
January pending	0	0	3	5	0		8
February received	20	52	21	21	0	114	
February pending	4	13	10	7			34
Total Requests						1139	
Total Pending							61

Public Interest Disclosure (PID) Training

Council has re-organised the NSW Ombudsman’s Public Interest Disclosure (PID) information session on Tuesday 31 March 2020 at the Warialda Training Room. Councillors and selected Council staff will be involved on the day.

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Chairman

Council Elections

Local Council elections will be held on Saturday 12 September 2020. Planning has commenced and the (new) Bingara library and the Warialda Memorial Hall are nominated as polling places with both Council offices to be used for pre-polling.

Inverell and Gwydir Shire Councils will share a Returning Officer as a cost saving measure.

NSW War Memorial Fund – Gravesend

The Director of Veteran Affairs recently advised Council that the application to the NSW Community War Memorials Fund for an upgrade at the Gravesend War Memorial, with the erection of a memorial arch and pathway, was unsuccessful.

RDN Bush Bursary Program

Council is once again participating in the Bush Bursary Program. This program is undertaken in collaboration with RaRMS.

Stronger Country Communities Fund Round 3

Council has been successful in securing the requested funding (\$775,357) for projects through Round 3 of the Stronger Country Communities Fund grant. Projects include:

Project	Amount
Warialda building maintenance projects (CWA hall, Catholic Presbytery, Anglican Church hall)	\$69,039
Crooble Hall upgrade	\$52,713
Warialda Nicholson Oval lighting	\$414,807
Gravesend Recreation Ground tennis court upgrade	\$60,000
Warialda swimming pool upgrade	\$71,458
Bingara Historical Society new building	\$107,340

Land and Environment Court Action

On Wednesday 18th March 2020 the Council was in Court defending the legal challenge to the Council’s approval of the Warialda Truck Wash by Mr. D Goode.

The Judge has reserved her decision but the Council’s legal team are quietly confident of a successful defense to the challenge.

Council’s Corona Virus Pandemic (COVID 19) Response

The Council has commenced implementing its Crisis Management Plan Response.

A comprehensive report outlining the Council's current and future response will be forwarded out next week as a late item for the Council's March Meeting.

Webcasting

The audio equipment required to enable webcasting from the Bingara Council Chambers for Council Meetings has been received and will be set up for future use.

OFFICER RECOMMENDATION

THAT the Monthly Executive Report for February be received

ATTACHMENTS

There are no attachments for this report.

**COUNCIL RESOLUTION:
MINUTE 55/20**

THAT the Monthly Executive Report for February be received.

(Moved Cr Young, seconded Cr Galvin)

Cr Smith declared a less than significant pecuniary interest in DA 8/2020 mentioned in this report.

Item 4 Monthly Organisation and Community Development Report - February 2020

FILE REFERENCE

DELIVERY PROGRAM

GOAL: 5. Organisational Management

OUTCOME: 5.1 CORPORATE MANAGEMENT

STRATEGY: 5.1.3 Administrative functions - GM - internal

AUTHOR Organisation Development Director

IN BRIEF/ SUMMARY RECOMMENDATION

The monthly Organisation and Community Development report details the activities carried out by the Department during February 2020.

BACKGROUND

The monthly Organisation and Community Development 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.

WORK HEALTH AND SAFETY

Incidents

Unfortunately there were seven personal injuries and one piece of property damaged during February.

Thanks to some very welcome rain, wildlife strikes reduced to zero.

High Potential Incident – Fall from Heights

On 6 February 2020, a mechanic was injured while making repairs to a water tanker when the ladder he was operating from unexpectedly collapsed. The employee fell to the ground and escaped the incident with a grazed and bruised shin. Investigations are ongoing.

Risk

A cross functional team Risk Assessment was completed for the Warialda Truck Wash in February. The assessment identified the hazards and risks of the facility and those associated with truck washing. Mitigating controls decided by the group will either eliminate the risk or, if elimination is not reasonably practicable, minimise the risk from an incident occurring. Mitigating controls will be put in place prior to the facilities commissioning.

Education

Online and face to face safety training options are being explored. Toolbox talks are occurring post incident however strategy is to move to a scheduled Toolbox talk program in mid-2020 on top of the reactive incident talks.

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Chairman

Organisational Lead and Lag Indicator Snapshot		
Lead Indicators	Current Month	Total (from 1 July 2019)
Number of Hazards Reported	0	0
Number of Near Misses Reported	0	1
Number of Workplace Verifications	3	43
Number of Tool Box / Safety Meetings / Training	3	15
TOTAL	6	59
Lag Indicators	Current Month	Total (from 1 July 2019)
Number of Incidents	8	46
Number of First Aid Treatments (FAT)	3	5
Number of Medical Treatment Injuries (MTI)	1	6
Number of Lost Time Injuries (LTI)	3	16
Working Days Lost Due to Injuries	7	324
Working Days Restricted Duties	6	74
Number of Employees	207	~228
Total Hours Worked	21,918	173,835
Total Lost Time Injury Frequency Rate (LTIFR)	136.874	92.041
Total Recordable Injury Frequency Rate (TRIFR)	319.372	155.319

WHS Performance Summary – Attachment 1

AGED CARE SERVICES

Naroo Aged Care Facility, Warialda

Occupancy: 34/36 – Occupancy has fluctuated

Naroo Dementia Friendly Committee (NDFC) The concept of this committee is to create awareness and education that supports Dementia Friendly Communities. This helps support people with dementia to remain included, accepted and connected within our community. People living with dementia face many challenges and building communities for people with dementia will help them feel understood, accepted and included. The Alliance will be established and will meet regularly to support, discuss, provide advice and promote the initiative in the local community.



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Chairman

Bench Marking Stewart Brown Survey – Naroo Management has engaged Stewart Brown to collect financial and supporting data to help evaluate and prioritise improvement opportunities. The survey is the largest benchmark within the Aged Care Sector. The Aged Care Financial Performance Survey will result in valuable data that encourages discussion and creates new ideas and best practices. [StewartBrown-Survey Performance Report.pdf](#)

Recruitment: Advertisements were published for the Kitchen Hand Permanent and Casual position. Interviews will be conducted in March with a member from Council HR Department.

Staffing: On Monday 10 February shorter shifts were introduced due to vacancies as a budget strategy; this has not affected resident care and the staffing levels in the secure dementia unit have remained the same with a staff: resident ratio of 1:5.

Staff Training: As part of meeting the new Aged Care Quality Standards, Naroo staff will be conducting their professional learning online. This will help ensure that Naroo continues to provide high quality, compliant, safe services to its residents. This system will also be used as a management tool in that the Aged Care Manager can view online records of staff training within a particular timeframe and reports can be generated for Quality reporting.

Building Works: A meeting was held with the builder for the Kitchen extension works on Thursday 27 February, contracts were exchanged and work is predicted to commence on 1 June with completion expected at the end of August. The Manager is undertaking consultation and planning with kitchen staff in coordinating resident's meals while this work is in progress. Due to financial restrictions, the plans were modified and the Manager's office will be located to the Activities Room and residents' activities will be scheduled in the dining / lounge room and verandah area as needed.

Activities: NSW Seniors week 2020: NSW Seniors Festival was held from Wednesday 12 February to Sunday 23 February. Naroo residents welcomed and hosted Bingo and a BBQ lunch to celebrate at the Warialda Town Hall. Seniors from surrounding Aged Care facilities and services joined in the celebration. A big thankyou to staff and volunteers who helped make this day a huge success.



Seniors' Week activities

Army Band: The Australian Army Band visited Warialda on Thursday 20 February at the All Abilities Park. The residents thoroughly enjoyed the evening reminiscing and singing some of their favourite tunes. Naroo's Manager would like to thank staff that volunteered their own time to take residents over for this entertainment and, in particular residents suffering from dementia had the opportunity to be involved with staff supervision.



A good crowd came to see the Australian Army Band at All Abilities Park in Warialda

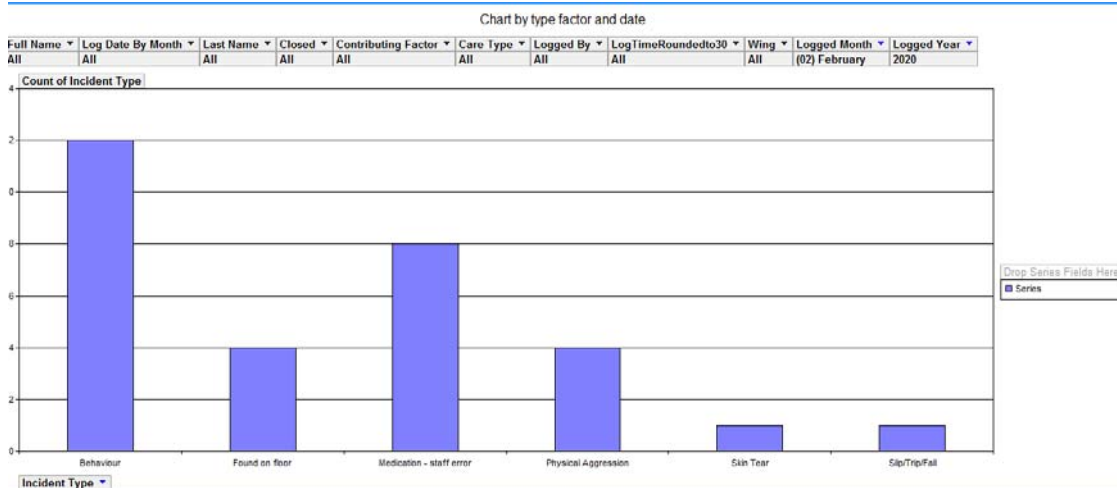
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Chairman

Lunch Date - The Naroo residents thoroughly enjoyed their lunch at the Royal Hotel in February, just one of the many outings offered at Naroo. The smiles say it all.....



Naroo Quality Reporting - Naroo has registered to be part of the Quality Indicators (QI's) pilot relating to both new and existing domains - medication management, falls and fractures, unplanned weight loss, use of physical restraint and pressure injury. Participation in this pilot is an opportunity for Naroo and Gwydir Shire Council to trial and provide feedback on the indicators prior to the implementation from 1 July 2021. Naroo's Manager attended the webinar on 27 February and has registered Naroo to be included in this pilot.



The above graph measures Quality Indicators for the following data:

- Behaviours – 12
- Resident found on floor – 4
- Medication errors staff – 8 including missed signings
- Physical Aggression – 4
- Skin tears – 1
- Slip/Trip or fall – 1

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WH&S: Monthly hazard completion checklist completed. Naroo Manager will follow up current electrical test and tagging. All staff sign a WH&S Key Accountabilities document when completing their Annual Performance Development Plan with the Naroo Manager or delegate.

Gwydir Shire Commonwealth Home Support Program (CHSP) Summary

	BINGARA		DELUNGRA		WARIALDA	
	Jan	Feb	Jan	Feb	Jan	Feb
DAY CENTRE						
Total active clients	20	20	23	23	91	92
Clients receiving service	14	17	10	10	41	45
Total meals	40	56	15	23	70	154
Hours clients receive in Centre	120	168	45	109	143	3
SOCIAL SUPPORT						
No of clients	84	69	10	10	39	46
Individual hours	580	348	0	0	34	51
Group hours	120	168	45	109	109	272
Total hours received	700	516	45	109	143	323
FOOD SERVICE (Meals on Wheels)						
Clients	4	4	0	0	3	3
Meals	44	53	0	0	56	60
TRANSPORT						
Number of clients	44	44	6	10	14	13
Number of trips	88	152	10	26	32	44
TRANSPORT - YOUTH						
Number of clients	0	0	0	0	0	0
Number of trips	0	0	0	0	0	0
ACCESS BUS - INVERELL						
Number of clients	16	13	1	1	6	3
Number of trips (per month)	2	2	2	4	2	4
VOLUNTEERS						
No of volunteers for the month	12	9	4	3	35	36
Monthly volunteer hours	349	264	6	71	175	188
ACCOMMODATION UNITS FOR AGED						
Occupancy	n/a	n/a	0	0	13/13	13/13

Bingara CHSP

Staff attended the NSW Transport forum in Armidale on 12 and 13 February, 2020. Staff found this to be a most informative couple of days and learnt a lot regarding the reporting requirements. The forum provided the opportunity to meet other providers within the region and provides information to keep staff informed of any changes within the industry.

A representative from Meals on Wheels attended the centre on 5 February. There will be a food forum held in Bingara in March 2020.

Staff from Warialda CHSP visited Bingara on 5 February to collaborate on completion of the Wellness and Re-ablement report which was submitted in February.

Eighteen clients enjoyed a luncheon in the Lingalonga Room on 26 February. The room was filled to capacity. The regular Tuesday morning teas were held during February.

Clients enjoyed morning tea and a performance by visiting classical guitarist, Dr Paul Leventhal, at the Roxy on 20 February to celebrate Seniors Week.

Clients have expanded their knitting project to fingerless gloves for Arthritis and Osteoporosis NSW and beanies and skull caps for DRUG ARM Australasia – these are distributed from the Outreach Van on Friday and Saturday nights throughout Sydney.

Warialda / Delungra CHSP

Day Centre numbers have been down during February with clients away or unwell.

Three monthly Advisory committee meetings were held at the Centre in Warialda on 18 February.

Clients locally and from out of town enjoyed the Senior citizens day held at Warialda town hall on 19 February.

ECONOMIC DEVELOPMENT

The Gwydir News

In February, Gwydir Shire Council and The Gwydir News said farewell to Nikki Adams who left Council to study medicine at the University of Western Sydney. Nikki had been with the organisation for three years and made a significant contribution to the organisation with her 'can do' attitude, boundless energy and incredible skills across a range of areas. The editor role was advertised widely through print and social media channels, attracting a number of applications. Tom Plevey was appointed as the new editor in early February and has settled in well. Tom originally hails from Bingara and attended Bingara Central School until his family relocated to Tamworth in the 1990s. Tom has a degree in Journalism, experience within a local government setting and is eager to tell the stories of the people and places within the Gwydir Shire.



Tom Plevey and his best friend

Bingara Library Opening

The new Bingara library opened to the public on Friday 14 February coinciding with National Library Lovers Day. The event attracted a large crowd, with members of the community both young and old admiring the new facility.

Feedback from the community has been overwhelmingly positive, and it is clear that the new Bingara library will become a valuable community asset and a hub for the community.



The front entrance to the new Bingara Library

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Librarian, Gail is trialling new opening hours with those hours being:

Monday-Friday
9.00am-1pm and 3.30-5.00pm

In addition, the library will be opening Saturday mornings on the fourth Saturday of the month from 9.00am -12.30pm. This will coincide with the monthly Bingara Lions Markets. So far this has been extremely popular.

The official opening will take place on Friday 20 March and will be opened by The Hon Adam Marshall MP



Inside the new Bingara Library



Cr Catherine Egan and Librarian, Gail Phillpott



Invitation to the Opening

Gwydir Libraries

Be Connected Tutorials for seniors

	Participants for period
Bingara	12
Warialda	0
Total	12

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Chairman

Library Statistics

	Bingara	Warialda
Door Count	1107	420
PC usage	37	67
WIFI usage	340	184
New membership	10	7
Loans	528	362
School group visits	80	

Bingara	total programs	attendees
Adult	6	108
Kids	9	225
Be connected tech		
New Library open days	4	527
Total	19	860

Warialda	total programs	attendees
Adult	5	4
Kids programs	7	98
Be connected	0	0
Community	0	0
Total	12	102

Outreach

Sessions	Bingara Sessions	Warialda sessions	Attendees/ Total
personal home delivery	5	8	13
aged care hostel delivery	2	1	3
nursing home delivery	0	0	0
Golden oldie craft Touriandi	0	0	0
Golden oldie craft Naroo	0	0	0
Library branch promotions	2	0	2
Outreach Bingara	2	0	2
Outreach Warialda	0	0	0
Total	11	9	20

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Chairman

Bingara Library - Regular Programs

- After school programs for kids
- Be connected internet tutorials
- Golden Oldie Craft
- Toddler maker space
- Ability sessions
- Book groups

Warialda Library - Regular Programs

- After school programs for kids
- Golden Oldie Craft
- Toddler maker space begins March.

Promotions - Bingara

Promotions of regular programs hosted on both the library and Bingara Facebook pages, bookmarks, outreach and in library promotions.

Programs scheduled for Tuesday and Thursday targeting seniors, such as Be Connected, Golden Oldie Craft, and book discussion group.

Bingara Library relocated and opened on Library Lovers Day 14 February 2020.

A big thank you to Colin Cuell and the Gwydir Shire Building Services team, who did a tremendous job renovating the old Civic Centre into a modern fresh library.

Members of the community were amazed many people commented they felt they were in a city library.

The central location, crossing and disabled parking are proving to be an advantage for our older members with many joining and using the library for the first time.

Statistics are down for the month due to the relocation.

Some comments from Bingara Library guestbook:

Wow what a difference - what a library! I feel I am in a city library.

Love it room to move

Congratulations to you and your team for a job well done. Been for a poke around the library, just fabulous, a great asset to the town.

Great atmosphere

Awesome asset to our community

Love the quiet room, finally a place for mothers to feed and care for babies

Just great

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Very comfortable environment that provides great service to our community and visitors. I love the spaciousness, comfort, air conditioning and relaxing music.

Promotions - Warialda

Promotion of regular programs hosted on the library and Warialda Facebook pages. Warialda branch will be introducing Toddler Maker Space, Book discussion group, Be Connected, Golden Oldie Craft.

The Warialda library received the shelving from the Bingara Library; the shelving suits the exposed wood ceiling in the Warialda library.

Warialda library will launch special sessions for children and seniors in March.

THE ROXY COMPLEX

Theatre

Date	Purpose	Numbers
5 – 13 Feb	NWTC Rehearsals	20
14 Feb	NWTC Louisiana Ladies Radio Play	~ 80
16 Feb	NWTC Louisiana Ladies Radio Play	~ 100
20 Feb	Seniors Week Concert and Morning Tea	~ 100
23 Feb	NWTC Film Club movie	24

Roxy Conference Room

Date	Purpose	Numbers
5 Feb 5	GSC Planning Stakeholder Meeting	20
19 Feb 19	Vision 2020 AGM	20
21 – 22 Jan	Anglicare Meeting	~ 20

Roxy Meeting Room

Date	Purpose	Numbers
No Bookings for Feb		

Roxy Trade Training Kitchen

Date	Purpose	Numbers
No Bookings for Feb		

VISITOR INFORMATION CENTRES

Warialda Visitor Information Centre

Dec 2019	Jan 2020	Feb 2020
Opening hours = 123	Opening hours = 177	Opening hours = 150
Volunteering hours = 32.5	Volunteer hours = 44	Volunteering hours = 27.5

Bingara Visitor Information Centre

Dec 2019	Jan 2020	Feb 2020
Opening hours = 118	Opening hours = 136.5	Opening hours = 136
Volunteer hours = 36	Volunteer hours = 28	Volunteer hours = 36

Income – Warialda VIC	\$Dec	\$Jan	\$Feb
Caravan Park	33.00	470.00	0
Centre hire	0	0	30.00
Merchandise sales	2,110.50	1,097.00	1,148.00
Goods on consignment sales	0	0	50.00
Warialda Christmas Carnival	30.00	0	0
Warialda Honey Festival	0	0	30.00
Subtotal	\$2,173.50	\$1,567.00	\$1,258.00
Less Caravan Park money banked	33.00	470.00	0
Total Monthly Income	\$2,140.50	\$1,097.00	\$1,258.00

Income – Bingara VIC	\$ Dec	\$ Jan	\$ Feb
Products on consignment	8.00	3.00	158.00
Merchandise	615.00	750.00	473.00
Subtotal	\$623.00	\$753.00	\$631.00
Less payments to consignees	5.60	2.10	110.60
Monthly Income Bingara VIC	\$617.40	\$750.90	\$520.40
Roxy Tour Income	35.00	70.00	40.00
Total Monthly Income Bingara VIC	\$652.00	\$820.90	\$540.40

Cranky Rock Sites	Dec	Jan	Feb
Powered sites	4	7	14
Unpowered sites	3	5	10
Total	7	12	24

Visitors at Warialda VIC	Dec	Jan	Feb
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Chairman

Visitors	139	226	278
RMS clients	121	199	215
Cafe	297	336	486
Total Warialda VIC	557	761	979

Visitors at Bingara VIC	Dec	Jan	Feb
	300	282	382

SOCIAL SERVICES – February 2020

Bingara Neighbourhood Centre

Funding body – Family and Community Services

Bingara Neighbourhood Centre has secured a grant of \$35 000 to provide an event for our community and is in the process of putting this together. Drought relief is still an ongoing issue even with the rain.

Be Connected (Broadband for Seniors)

Month	Number of participants
December	0
January	0
February	5

During February, 'Be Connected' had two returning learners and three first time learners. During this time, topics covered included how to email using a tablet, closing tabs, book accommodation using tablet, highlighting specific text and sending multiple photos on a phone. A 'gmail' account has been set up specifically for clients to use as a practice platform.

Youth Service

Funding body – Family and Community Services

Youth Council

On Tuesday 18 February the Youth Council met at Warialda to discuss upcoming Youth Week Activities. A decision was made to host a youth challenge made up of both physical and mental challenges. Planning for the event is underway. Another meeting will take place in Warialda on 3 March.

More young people from Bingara have been approached to join the Youth Council.

Youth Mentoring Program

Month	Number of participants
December	3
January	2
February	4

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

Bingara Toy Library

Funding body – Early Childhood Education and Care Directorate

NSW Department of Education and Communities

Particulars	December	January	February
Toy Library Members- children utilising the service	24 children 43 KSK program	31 children 3 KSK program	47 children 65 KSK program
Toy Library Members - Parents/Adults Attending	20 adults	17 adults	38 adults
Total memberships at Bingara Toy Library	12 borrowers 24 non borrowers 2 birth	11 borrowers 18 non borrowers 2 birth	9 borrowers 17 non borrowers 3 birth
Toys returned	10	7	6
Toys borrowed	9	5	3
Children/ Group using toys (members)	4+ Drs	4	Drs
Craft/songs/stories/Free play	13 children 14 adults	31 children 16 adults	21 children 15 adults

4 February 2020 Bubz Biz – during February the Toy Library hosted a presentation on Norwex cleaning products and DoTerra oils. The presenter had items for the families to touch/smell and there was a giveaway of an empty Norwex spray bottle to the quickest to ring her on her mobile. The Child and Family health nurse was also in to weigh and measure baby and chat with the mums. Seven children and five mums attended.

11 February 2020 – this was a mixed session at the Toy Library; firstly a handout of a booklet on children’s milestones from birth to 12 years, then singing using books to broaden language/literacy skills of the children by singing nursery rhymes. The group also chatted about ways to save time and money by buying in bulk, doing chores and cooking in bulk. Parents swapped some ideas and were appreciative of hearing other ideas. Children and staff made playdough from scratch and once the playdough was cool the children practiced their scissor skills cutting the dough with plastic children’s scissors. Eight children and six mums attended.

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18 February 2020 - Mother's Group – the group watched a Triple P parenting DVD on behavior tips and discussion. Following the DVD introduction to parenting there was a shopping event scenario. The group chatted about the style of parenting and then children played while mums caught up. Seven children and six mums attended.

25 February 2020. Rural Outreach parenting support session 11am. Emma travelled from Inverell to provide an informative session of topic choices, parenting advice and getting to know what families are wanting to learn from her visits each month. Twelve children and ten mums attended.

Monday, Tuesday and Thursday afternoons is the Kool Skool kids program and on offer during February were craft, games, outside play, movie/popcorn and whiteboard drawing.

Twelve families, consisting of 17 children are booked in for the after school program. Four of these families only want to use as casual users.



Bingara Toy Library

Supported Playgroup Development Worker

Funding body – Family and Community Services

Warialda Toy Library	December	January	February
Total daily attendance count for children, (no. of children having utilised the service calculating each day over the month)	158	34	126
Full borrowing members (new)	0	0	0
Non borrowing members (new and/or renew)	0	0	0
Casual borrowing members (new or renew)	0	1	0
Commemorative Birth Certificate – voucher memberships	0	0	0
Commemorative Birth Certificate applications received	1	0	4
Toys returned	4	0	0
Toys borrowed	0	0	11
Groups using the service (FDC carers, Church and Pharmacy)	4	4	4
Monday group activity morning	35	5	29
Tuesday group activity morning	32	3	27
Wednesday group activity morning	19	10	N/A School Term
Thursday group activity morning	40	12	42
Friday group activity morning	32	4	28

Significant events for the month of February included:

4 February - children engaged in playdough creation, following instructions, counting and interacting with peers as they worked together in this activity.

6 February - children were provided with an opportunity to create a 2020 calendar to take home. This experience prompted discussions about numbers, months of the year and children’s birthdays, while catering for the creative child during the process.

7 February - children enthusiastically engaged in washing of the toy library dolls during a dramatic play experience. Handouts were provided for families and discussions encouraged when considering infant stimulation. This session ensured collaboration with families regarding this topic and plenty of information was openly shared.

11 February - children engaged in a sensory experience that incorporated corn flour and water mixed with cocoa powder. Animals and natural resources were also provided at this experience encouraging both sensory and imaginative play.

13 February - children and their parent/ caregiver spent time carefully painting hands and feet, taking prints from their children and then helping

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Chairman

them to create placemats for home.

14 February - the child and family health nurse was scheduled to visit the service however, unfortunately had to cancel. This visit will be rescheduled for a later date.

17 February - separation anxiety was discussed for families. Parents were given handout information to take home and consider when facing this topic with their children.

18 February - science fun was explored. Children discovered the reaction associated when mixing bicarb soda and vinegar. This experiment is always well received and really encourages problem solving, thinking and reasoning and prompts vocabulary and communication skills as the children discuss the experience with peers and carers.

20 February - Helen from the Town Library joined the service for a toddler tales session. Children were then encouraged to invite their parent/ carer to read with them.

21 February - Band Aid Bear is an experience encouraging letter and sound recognition, while also promoting eye and hand coordination and fine motor skills.

24 February - families took part in a session about 'The biting child'. Information to help guide behaviour of the biting child was delivered to all attending families.

27 February – the group enjoyed rice collage and sensory play, utilising funnels, containers, spoons and rice.

28 February 28 – children enjoyed a coloured sand craft session.



Having fun at the Warialda Toy Library

Playgroup Location	Dec	January	February
Warialda – Monday morning	35	5	29
Gravesend – Wednesday morning	9	School Christmas Holidays	8
Bingara – Thursday morning	19	School Christmas Holidays	24
Total	63	5	61

Gwydir Shire Council continues to provide playgroup sessions in Warialda, Gravesend and Bingara. These sessions facilitate play-based learning environments for all children attending, while also encouraging families to engage and network throughout these play sessions. Children have a variety of play experiences catered for each week on rotation. During these sessions children are given the opportunity to take part in story time, dance and music and craft experiences to name a few. Throughout the year speciality guests will sometimes accompany playgroup sessions for example the librarian, speech pathologist or members of the fire brigade.

Gravesend is currently attempting to reach out to prospective families to join their weekly sessions, as a slow number decline has been noted in the past 12 months. This steady decline has been attributed to the three days preschool service now offered within Gravesend and Pallamallawa offering preschool services on the Wednesday of playgroup operation.

Warialda Playgroup incorporated a variety of sensory play for attending children during February, and families were provided with ideas on how to incorporate this play at home and the importance of sensation during play being explored throughout their child’s early years.

Bingara Preschool

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

Days	January
Tuesday	15
Wednesday	15
Thursday	18
Friday	9

Yoga: On Thursday 20 February, local Yoga instructor, Karen Bishton visited the children at Bingara Preschool. Karen has many years’ experience teaching Yoga and held a half an hour lesson with the children, teaching them simple Yoga poses.

Early Intervention: Madonna from Early Intervention visited Bingara Preschool on Wednesday 19 February and 26 February. Madonna and the

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Bingara Preschool Educators facilitated meetings with three families who attend Early Intervention. The children’s Personal Development and Learning Plans for 2020 were developed collaboratively.

Brighter Access: Di from Early Intervention (Brighter Access) visited Bingara Preschool on Wednesday 19 February to conduct a support visit for one of the children who uses this service. Di and the Educators discussed goals and strategies for this child whilst in care.

Library Opening: Bingara Preschool conducted an excursion to the opening of the new community library on Friday 14 February. The children were able to engage in the opening festivities and events.

Cooking: Bingara Preschool has been growing lots of zucchinis in the garden. The focus during February has been to use the zucchinis in a variety of recipes. The children have tried zucchini tots, zucchini on a pizza and zucchini slice.



Bingara Preschool visits the new Bingara Library

Tharawonga Mobile Resource Unit

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

Day	Venue	2-3yo	3-5yo	Transition to school	Total In Attendance
Monday	Yetman	0	8	3	8
Tuesday	North Star	2	13	6	15
Wednesday	Yallaroi	1	10	3	11
Thursday	Tulloona	1	3	3	4
Thursday	Gravesend	2	10	3	12
Friday	Gravesend	2	11	5	13
Friday	Crooble	1	5	2	6

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Children are attending up to three venues each, boosting service numbers. The closure of Tulloona opened the way for North Star to have a second service on the Thursday.

The Director has been planning ahead by contacting Allied Health Services for children’s health checks such as speech, hearing, sight and immunisations. Each group leader and educator has been given checklists to plot milestones and goals for each child. Transition Reports for 2020 will be designed in collaboration with Bingara Preschool. The new transition reports will have updates each term. This will give teachers a clearer indication of whether children may require extra behavioural support or early Intervention prior to children starting school.

The Social Services Manager and Director of Tharawonga attended a seminar in Moree with the Community Early Learning Association on 27 February. Information gained gave insight into what is expected with Assessment and Rating. Visits from Department of Education auditors can be expected at any venue from early this term.

The Quality Improvement Program has been updated and all staff at weekly staff meetings are looking at policies collaboratively. This will be trialled for the month of March and reviewed in April.

Crooble

The 2019 predicted numbers of children at Crooble has not eventuated but there have been in excess of five children attending each week. This is enough to keep the service operational. The muddy and slippery County Boundary road has been quite treacherous for staff during the rains. The Crooble service went ahead during February but staff are under strict instruction to turn back if the roads are too dangerous.

Gravesend

Gravesend is full to capacity with children as there are five children under three years of age enrolled into the service. There has been a Bus Zone sign erected in front of the hall and parents have been respectful of this when parking. Two quotes for fences have been obtained from builders.

During February, new Evacuation Floor plans have been put up on walls. Lights have been fixed and fire alarms repaired or replaced. The Exit signs at the front and back of the hall have been replaced.

Inclusion Support has been accessed for two children at Gravesend and will provide money towards a third staff member for the service to assist with children with additional needs.

North Star

The fence and fire doors around North Star hall are in need of replacement and one quote has been obtained. The director is awaiting two more quotes to replace the fence. The second day of care on Thursday has been well supported.

Inclusion Support has been accessed for two children at North Star and will provide money towards a third staff member for the service to assist with children with additional needs.

Yallaroi

Child attendance numbers have dropped at Yallaroi, as expected with the second day of care being offered at North Star.

Yetman

The service has moved to the Yetman Public School which is working well. Yetman service was shortened on Monday 11 February due to the possibility of flooding. The creeks along the Yetman-Coolatai Road come down quickly and this is an ongoing problem in wet weather.

CONSULTATION

Consultation has occurred within the Organisation and Community Development Directorate.

POLICY IMPLICATIONS

Policy implications are those relating to the 2019/2020 Operational Plan and the Policies of Gwydir Shire Council.

FINANCIAL, ECONOMIC and RESOURCE IMPLICATIONS (including Asset Management)

The activities carried out by the Organisation and Community Development Department are in line with the 2019/2020 Operational Plan.

SUSTAINABILITY IMPLICATIONS (Social and Environment)

The activities undertaken by the Organisation and Community Development Department regarding social and environmental factors are targeted in line with the 2019/2020 Operational Plan.

OFFICER RECOMMENDATION

THAT the monthly Organisation and Community Development Report for February be received

ATTACHMENTS

AT- WHS Summary - February 2020

**COUNCIL RESOLUTION:
MINUTE 56/20**

**THAT the monthly Organisation and Community Development Report for February be received
(Moved Cr D Coulton, seconded Cr Moore)**

This is page number 45 of the minutes of the Ordinary Meeting held on Thursday 26 March 2020

Chairman

Attach 1 - WHS REPORT – Lead and Lag Indicators



Department	Current Month				Total (Financial Year)			
	Hazards Reported	Near Miss Reported	Workplace Verifications	Toolbox/Safety Meetings/Training	Hazards Reported	Near Miss Reported	Workplace Verifications	Toolbox/Safety Meetings/Training
Social Services								
Naroom and Aged Services								
Community Assets							2	
Finance								
People and Culture								
IT and Business								
Improvement								
Marketing and Economic Development								
Safety, Risk & Procurement							2	
Planning and Environment							3	2
Building Services			1				12	1
Utilities			2				9	8
Engineering Services						1	15	4
TOTAL			3	3		1	43	15

Department	Current Month				Total (Financial Year)			
	Incidents Reported	First Aid Treatments	Medical Treatment Injuries	Lost Time Injuries	Incidents Reported	First Aid Treatments	Medical Treatment Injuries	Lost Time Injuries
Social Services								
Naroo and Aged Services	2		1	1	3	2	1	1
Community Assets					10		1	3
Finance					2		2(external)	
People and Culture					1			
IT and Business Improvement								
Marketing and Economic Development								
Safety, Risk & Procurement								
Planning and Environment	1	1			6	1	1	2
Building Services					4		1	1
Utilities	3	1		2	9	1	1	4
Engineering Services	2	1			14	1		5
TOTAL	8	3	1	3	50	5	6	16

Department	Current Month				Total (Financial Year)						
	Incident Type	Severity	Investigation Status	Corrective Action Status	Investigation Open	Investigation Overdue	Investigations Closed	Actions Scheduled/ In Progress	Actions Overdue	Actions Closed	
Social Services											
Naroo and Aged Services	2 x Personal Injuries		2 x Open		2	1	2	6		4	
Community Assets						2					
Finance							1				
People and Culture								1			
IT and Business Improvement											
Marketing and Economic Development											
Safety, Risk & Procurement								2	2	4	
Planning and Environment	1 x Personal Injury		1 x Closed			1	5				
Building Services							4			1	
Utilities	3 x Personal Injuries		2 x Open	1 x Closed	2		7	2		7	
Engineering Services	1 x Personal Injury 1 x Property Damage		2 x Closed				14	2	4	6	
TOTAL	7 x Personal Injuries 1 x Property Damage		4 x Open 3 x Closed	1 x Closed	4	6	40	6	6	22	
Commentary	A number of old investigations have now been closed										

Item 5 Monthly Technical Services Report - February 2020

FILE REFERENCE

DELIVERY PROGRAM

GOAL: 5. Organisational Management

OUTCOME: 5.1 CORPORATE MANAGEMENT

STRATEGY: 2.1.1 Plan for and develop the right assets and infrastructure - TS -external

AUTHOR Manager, Engineering Services

STAFF DISCLOSURE OF INTEREST Nil

BACKGROUND

The monthly Technical Services report has been identified by Council as the process of reporting the activities carried out monthly by the Technical Services Department.

COMMENT

1. TECHNICAL SERVICES AND ADMINISTRATION

Technical Services infrastructure, planning, design and surveys were carried out in-house. The Technical Services staff continue to provide customer service to the Gwydir Shire residents.

2. ENGINEERING SERVICES

Warialda Truck wash

A number of small items remain to be completed prior to officially opening the facility including minor landscaping and turf laying. Hose reels have been installed. An official opening date will be set pending Council's licence from the Department of Water and Energy.

Maintenance Grading

Rainfall has made it possible to commence maintenance grading in a number of areas throughout the Shire. Unfortunately due to storm damage there had to be some re-grading of the roads that were graded in January.

The following roads were graded in February:

- SR11 Horton Road
- SR 51 Towarra Road
- SR23 Wearnes Road
- SR8 Gragin Road
- SR53 Eden Forest Road
- SR20 Gravesend Road

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Chairman

- SR21 Terry Hie Hie Road
- SR34 River Road
- SR41 County Boundary Road
- SR14 Mosquito Creek Road

The following roads were re-sheeted in February:

- SR8 Gragin Road

Some minor storm damage was caused to some causeways within the Shire due to the rain events in February. Mosquito Creek, Yagobie Crossing Road and Killarney Gap Road were closed due to flood damage. Causeways were washed out at Bronco Creek and Dry Creek. South Crews worked diligently to get the storm damage cleaned up so that the roads could be re-opened.



SR3 Mosquito Creek Road Bronco Creek Causeway



MR133 Killarney Gap Road Dry Creek Causeway

The MR134 Delungra Road repair program has commenced. The south construction crew will be rehabilitating 1.57km of the Delungra Road.

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Chairman



Delungra Road

The north construction crew completed stabilisation of a 200 metre section of the Mosquito Creek Road/Long Street.



Mosquito Creek Road / Long Street stabilisation

Reactive Maintenance crews worked on the following throughout February:

- Footpath maintenance
- Service requests
- Water deliveries

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Chairman

Roads Maintenance Council Contract – Works Orders issued by RMS

All Work Orders issued by RMS are quality assurance schedule of rates projects carried out by Council staff under the Roads Maintenance Council Contract with Roads and Maritime Services.

A final design has been approved for segment 5340 on MR63 Fossickers Way. This segment is programmed to be rehabilitated in March/April 2020, with a Work Order now issued from the RMS. These works will include widening the existing pavement, replacing the shoulders with a suitable road base material, extending and replacing pipelines, ripping and re-compacting the existing pavement, and lastly placing a 100mm sub-base layer and a 100mm base layer over the top with a 7mm primer-seal. Project documentation is currently being developed for issue to the RMS prior to the commencement of the works.

Works are nearing completion for the survey and design of three segments, programmed for rehabilitation next financial year, with submission of all three plan sets to the RMS scheduled for mid-March. These segments include 5150 and 5255 on MR63 Fossickers Way and 8270 on HW12 Gwydir Highway. The survey works have been completed and draft designs for each segment are almost finalised, ready to be sent through for RMS approval. Further programmed works this financial year will include approximately four weeks of heavy patching throughout various segments, where required. A heavy patching program has been scoped out and a Works Proposal submitted to RMS, with Work Orders now issued by the RMS. Once a construction crew is available, heavy patching works will be undertaken. No re-seals are programmed for completion this financial year.

Routine maintenance continues each week undertaking inspections, rest area services, vegetation control and bitumen repairs.

HW12 Gwydir Highway – Warialda HPV Route Intersection Works Authorisation Deed (WAD)

All construction works have now been completed for the Gwydir Highway intersection works onto the Warialda HPV Route. Crews have laid up 1.6m of pavement fill to bring the proposed turning lanes up to the existing height of the Highway. Asphalt and bitumen have now been laid for the intersection, with a contractor delay before the Christmas break. Street lighting, guardrail and signage have also been installed. The pouring of the concrete traffic island and line marking finalisation was completed over recent weeks. A Road Safety Audit has now been completed and a report returned, with only minor recommendations. Once rectified and/or justified, permission from the RMS to open the intersection shall be sought.

Other Services

Street services continued to be maintained for vehicular, pedestrian and public conveniences.

Storm water drainage facilities continue to be maintained.

Aerodromes at Warialda and Bingara continue to be maintained and inspections are carried out monthly.

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Chairman

Existing quarry sources are continually being utilised and future sources are being investigated as time permits with other competing projects.

The radio and television towers continued to be maintained.

3. DESIGN AND ASSET SERVICES

Survey, design and soil testing is continuing for the 2019-2020 works programs. Progress is as follows:

North Star Road – Segment 310

The next section of North Star Road, which carries on north from last year's project for 2.2km, has had design completed. The project has been localised and is ready for construction to commence.

Delungra Road

With construction commencing, the survey team has been ensuring that all the gear is running smoothly.

HPV Route and SH12 Intersection

This project is very near completion, with the survey team providing the required line marking information in January.

RMS Projects for Next Financial Year

With three separate RMS rehabilitation projects scheduled for next financial year, the design team has been busy designing and drafting plans to send to RMS for approvals.

ARTC – Inland Rail

The engineering department has been in discussions with ARCT about all things inland rail for the Narrabri to North Star section. Level crossing designs have been reviewed and meetings have been attended as necessary.

4. ENVIRONMENTAL DEPARTMENT

Environment & Sustainability Department February 2020

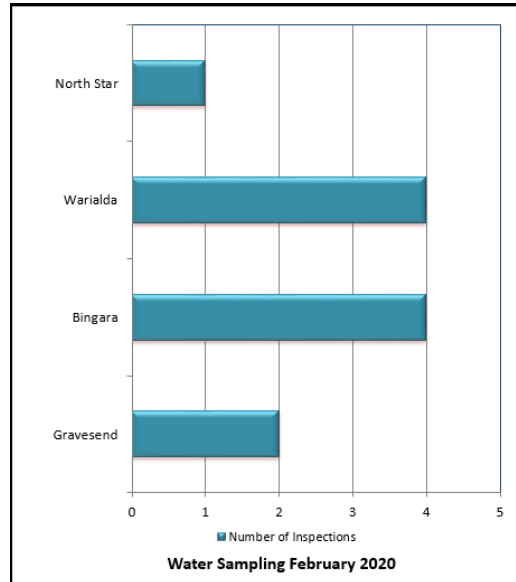
The Department continues to receive enquiries and provide advice on a range of health matters including:

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

Water Surveillance

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

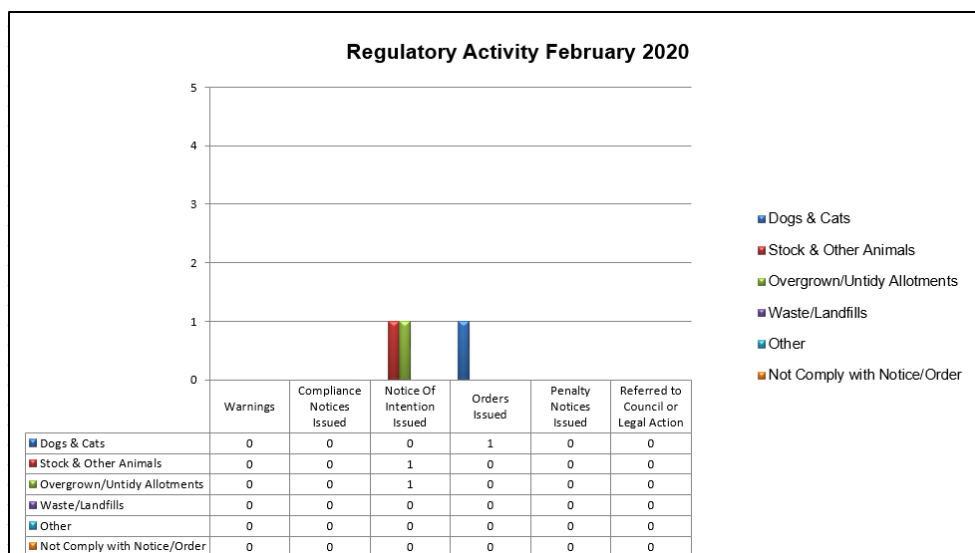
Health Related Inspections



Compliance and Regulatory Control

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

Regulatory Activity



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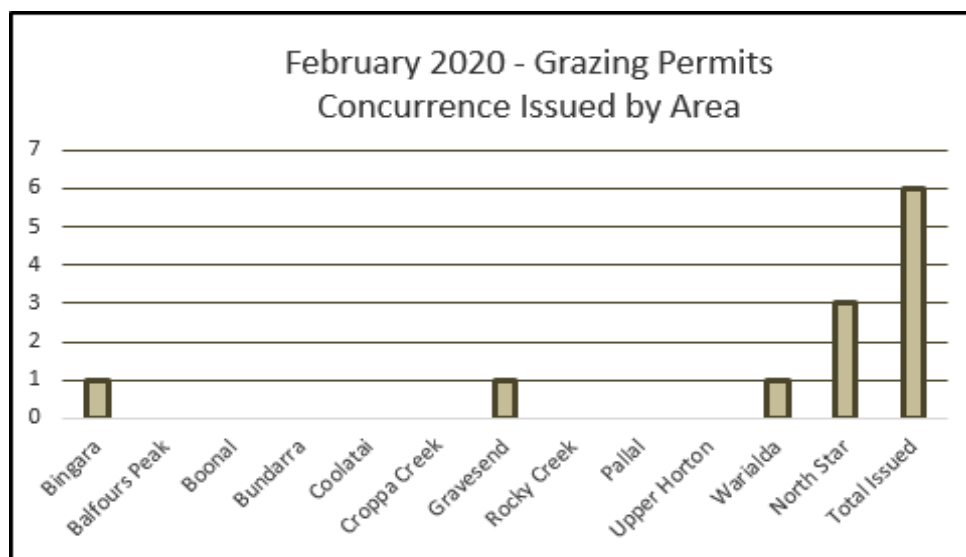
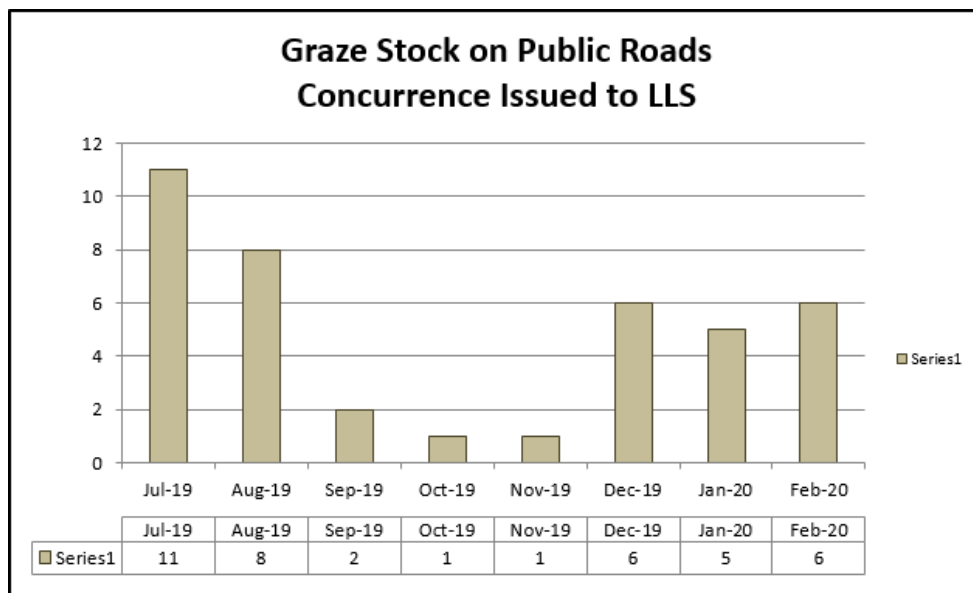
Chairman

CAMPING INSPECTIONS

- Data not available at time of report

GRAZING PERMITS

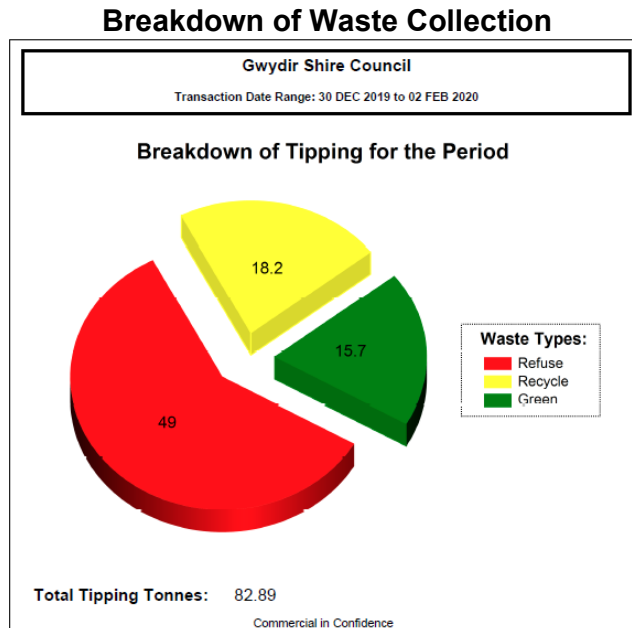
As the Consent Authority for road reserves, Council has issued concurrence to the North West Local Land Services for six Roadside Grazing Permits during the month of February 2020. Recent rains have improved the condition of the roadside stock route and stockholders are taking advantage of the ground feed available. The LLS has strict guidelines that only allow grazing where sufficient ground cover and pasture is available. The following graph shows the applications received in February 2020 compared to the previous six months.



WASTE SERVICES

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

All Waste Recovery Centres in the Shire continue to be supervised/monitored and maintained. Staff continue to make changes to the site layout and signage to improve onsite operation and access for residents unloading waste and recyclable materials. Council is continuing to supply mulch from chipped green waste to residents.

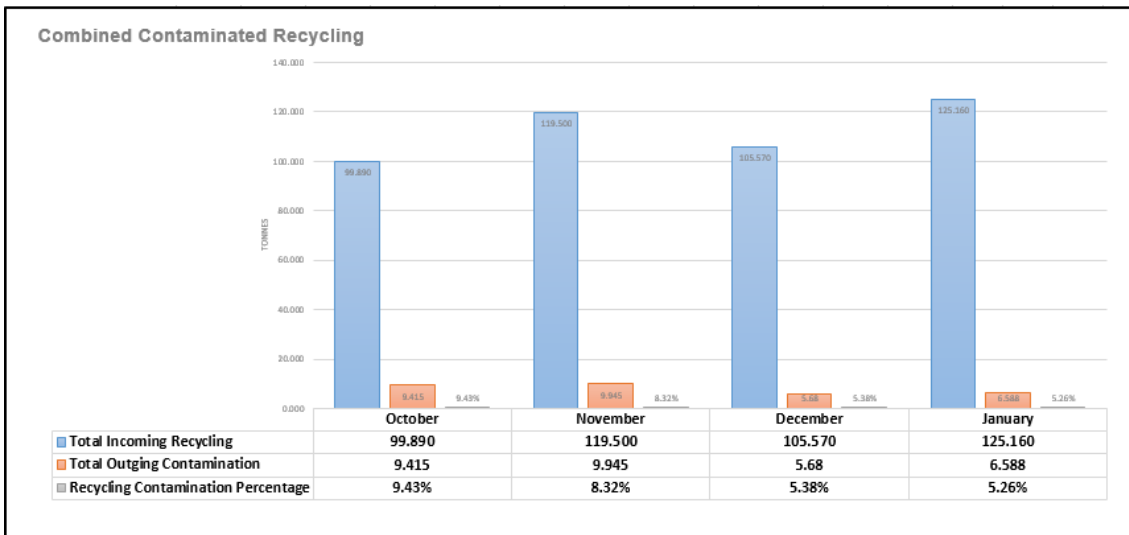
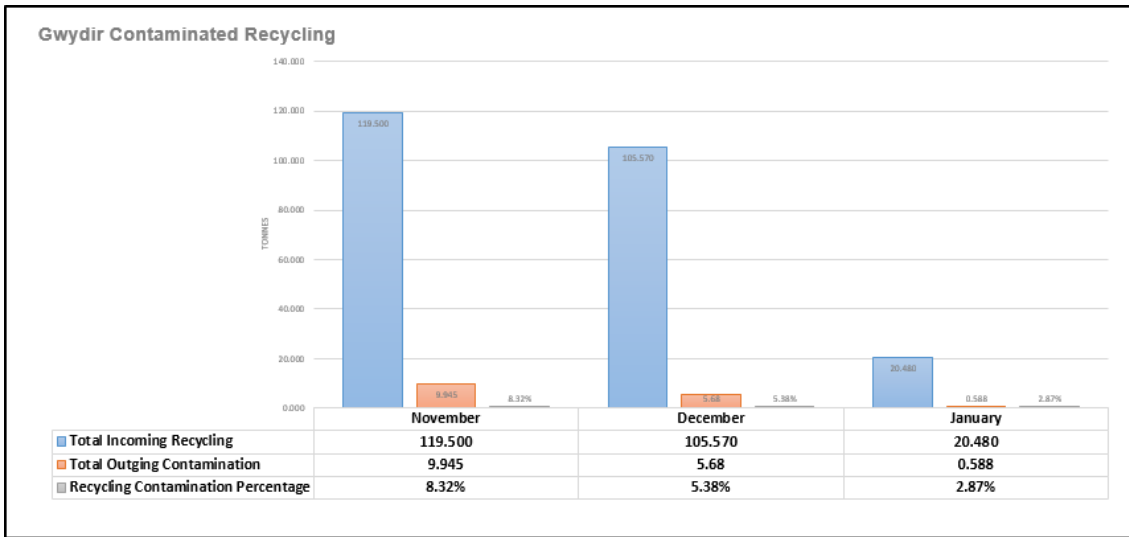


CONTAMINATION REPORTING

Cleanaway has refined the collection of their contamination data and now reports on contamination rates for each Council area (Moree, Narrabri and Gwydir). This gives an accurate reflection of the contamination rate for waste generated within the Gwydir Shire area, rather than the previously reported statistics, which were unable to accurately report which LGA was experiencing problems with contamination in the recycling and organics waste collections.

The graphs below show contamination rates for both the Gwydir Shire and the combined collections area, noting that there is some overlap of data collected prior to January 2020:

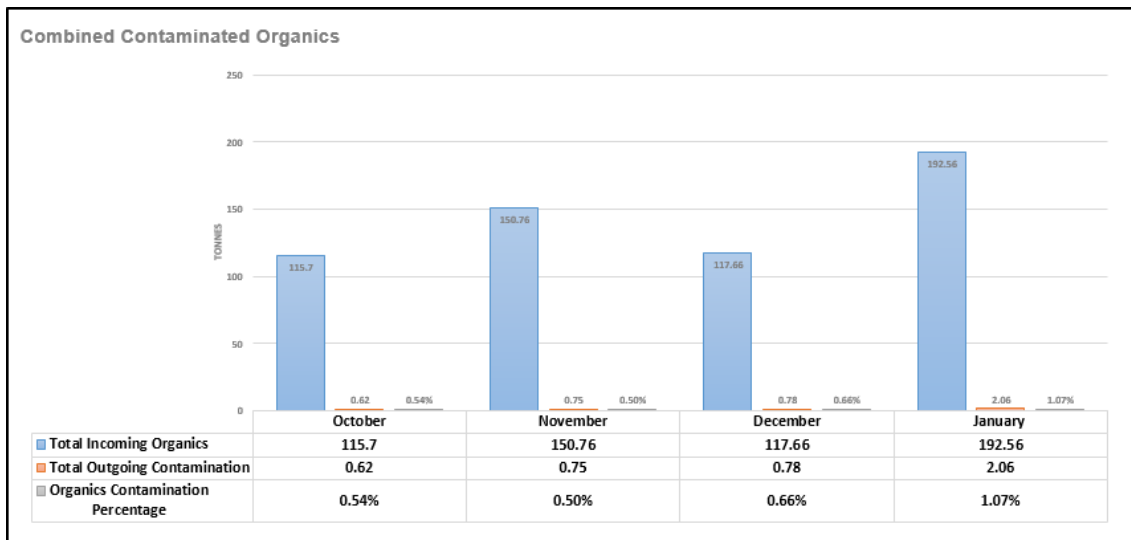
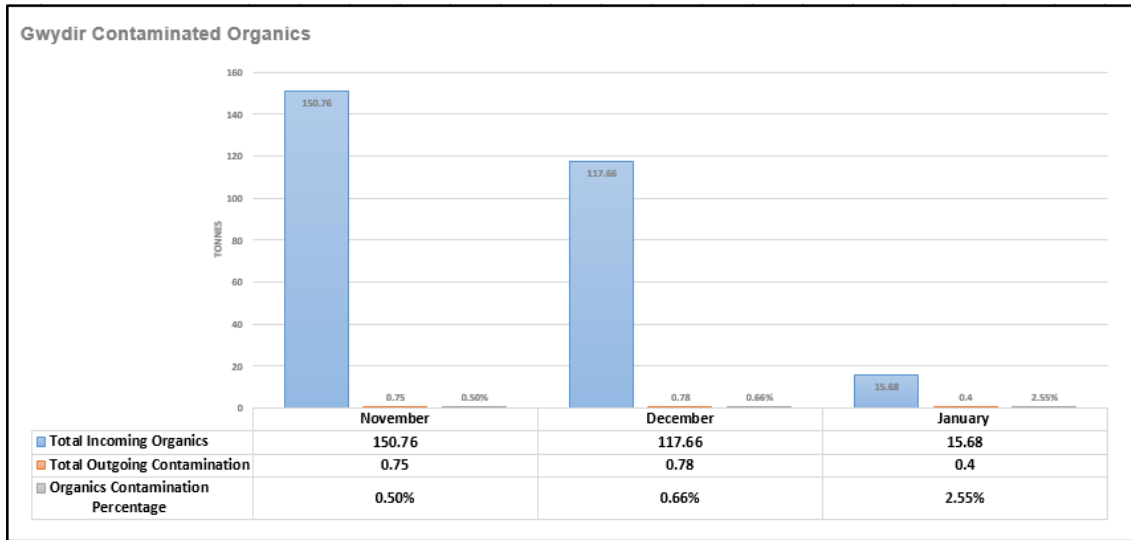
Recycling Contamination



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Organics Contamination



NOXIOUS WEEDS CONTROL

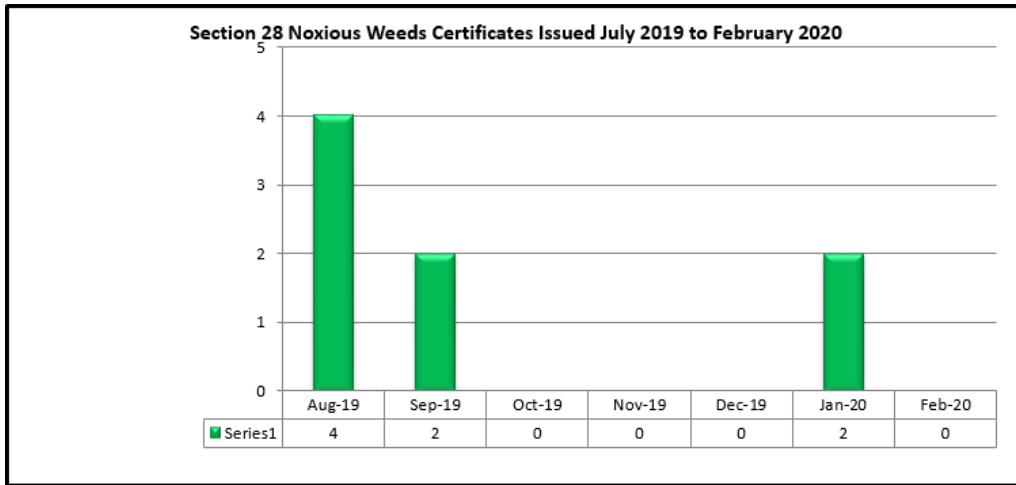
Property Inspection Program

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

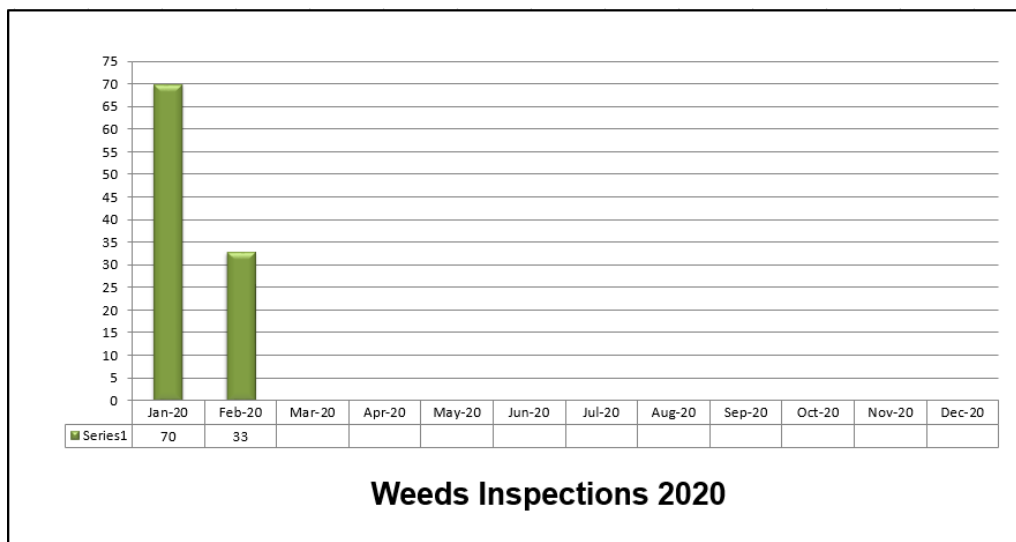
No certificates were issued for the month of February 2020. The graphs below shows the noxious weeds certificates issued for the previous six months:



Weeds Inspections

Property inspections are currently being undertaken in Section D, with property owners being offered support and advice on managing weeds during the current adverse conditions.

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



Noxious Weeds Inspections for the Month of February 2020

<i>Areas Inspected</i>	<i>No.</i>	<i>Ha</i>	<i>Rd km</i>	<i>Weeds Present</i>
Private Property	9	7715		African Boxthorn, Tiger Pear, Blue Heliotrope, Honey Locust, Tree Pear
Private Property – High Risk	1	4310		Harissa Cactus, Tiger Pear
Private Property – High Risk Re-inspection	1	611		Rope Pear
Roadside	2	106.10	22.55	Silverleaf Nightshade, Noogoora Burr
Roadside – High Risk Pathways	2	157.75	31.55	Parthenium Weed, Johnsons Grass, Mimosa Bush, General Weeds
Other Council Lands	3	82	-	Pigweed, Caltrope, Gromphenia, Bathurst Burr, Green Cestrum, Mother of Millions, Madeira Vine, Noogoora Burr
NWLLS Reserves	10	125	-	Silverleaf Nightshade, Tiger Pear
Department of Lands	2	80	-	Pigweed, Caltrope, Gromphenia, Bathurst Burr, Green Cestrum, Mother of Millions, Madeira Vine, Noogoora Burr
Grain Handling Sites	3	27	-	Mimosa Bush, Tree Pear, African Boxthorn,

Noxious weeds control works for February 2020

Road/Property	Locality	Weed Code	Area Ha	Road km	High Risk Road	Council Road	Other
Cobbadah Rd	Bingara	ft	246.65	49.33	1		
Gulf Creek Rd	Gulf Creek	ft	88.35	17.67	1		
Alan Cunningham Rd	Warialda	ft	188.85	37.77	1		
Bingara Airstrip	Bingara	pigweed, caltrope, gromphrena	40				1
Delungra Rd	Myall Creek	sn	101.25	20.25	1		
Delungra Rd	Myall Creek	sn	101.25	20.25	1		
Alan Cunningham Rd	Warialda	sn	188.85	37.77	1		
Killarney Gap Rd	Rocky Creek	mb-oo-rw	332.5	66.5	1		
Gwydir Hwy	Warialda	mb	289.5	57.9	1		
Killarney Gap Rd	Rocky Creek	mb-bh-mv	332.5	66.5	1		
Cobbadah Road	Bingara	mb-bh-mv	246.65	49.33	1		
Gwydir Hwy	Warialda	mb	289.5	57.9	1		
Bingara Sewerage Treatment Works	Bingara	sn-mb-nb	10				1
Gwydir Hwy	Warialda	mb	289.5	57.9	1		
Upper Horton Sports Club & Grounds	Upper Horton	all weeds	20				1

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Upper Horton Landfill	Upper Horton	all weeds	1				1
Bingara Trout Hatchery	Bingara	all weeds	2				1
Myall Creek Memorial Site	Myall Creek	all weeds	40				1

5. DEVELOPMENT AND BUILDING SERVICES

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), Building Information Certificate (BIC) and S68 applications have been approved for the month.

No.	Property Description	Development/ Work	\$	C/C	BIC	S68
38/2019	5 Brigalow Street BINGARA NSW 2404	Single Dwelling with Carport.	\$390,000	✓		
1/2020	5 Brigalow Street BINGARA NSW 2404	Water supply work, storm water drainage and install new OSSM system.	-			✓

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

No.	Property Description	Development/ Work	\$	C/C
NA				

ILLEGAL ACTIVITY

ACTIVITY	No	ACTION TAKEN					
		Inspected	Letter Sent	Application/ Certificate Lodged	Penalty Notice	Legal Action	Refer to Council
Nil							

NO. OF COMPLAINTS/INSPECTIONS

Type	No.	Yr. to Date	Actioned	Pending
Building	33	68	68	0

BUILDING MAINTENANCE

The Department continues to receive requests to carry out minor maintenance and these requests 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 during February 2020

Staff worked on the following projects during February:

- Bingara Showground – getting slab ready for the multi-purpose pavilion
- Whitfield Place – Unit 4 – painting and repairs
- Carinda House – started pathing
- Warialda Caravan Park – installed hedge
- Warialda Cemetery – new fence is 85% complete
- Gwydir Oval Amenities – laying of blocks

Please note some of the above projects were carried out by drought relief staff.

6. TOWN SERVICES

Water and Sewerage

During February, Water and Sewerage operators attended 25 service line repairs, five water main breaks, and nine sewer blockages. Work was undertaken on the truck wash bay at Warialda, the Bingara Civic Centre, Warialda Recreation ground, Warialda treated effluent pumps, Warialda Caravan Park, CWA park toilets in Bingara, Bingara Museum, Roxy Theatre and Bingara Showground.

Level 1 water restrictions introduced in October 2019 remain in place even though demand has reduced; it is considered good practice to be water wise.

Parks

Parks, gardens, sports fields, cemeteries and Council facilities have been maintained during February. Turf was installed at Gwydir Oval in Bingara and All Abilities Park in Warialda.



Warialda All Abilities Park new turf and irrigation

Drought Casual Workers Projects

Council has employed a team of casual staff under the funded drought assistance program. The team has undertaken projects such as painting street furniture in Maitland Street, Bingara, installation of colourbond fence and concrete slab at the Bingara Cemetery, installation of crowd control fence and assistance in laying turf at Gwydir oval.



Bingara cemetery fence screen

Gwydir Oval New Amenities Building

The concrete slab for the new amenities building at the Gwydir Oval was laid in December 2019 and the block layers started the first week of February

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Chairman

2020. All block work on the building has been completed apart from the toilet returns and retaining wall adjacent to the carpark. Roof trusses and external plumbing are scheduled for installation in March.



Gwydir Oval – start of block laying



Work on the Gwydir Oval Amenities block

Bingara Showground

The Bingara showground is being maintained. A grant proposal was submitted for additional lighting at the Bingara Showground and the results of the grant request are expected in March.

The site for the multi-purpose pavilion was cleared during January and the concrete slab was installed during February by Council's building crew.

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Chairman



Slab for the Bingara Showground multi-purpose pavilion

Plant and Workshop

Major workshop repairs carried out in Bingara and Warialda included:

- Truck wash platform modifications
- Truck wash drainage separation gates with actuator
- P1082 – trailer repairs
- P1787 – water truck – repairs to door
- P1065 – loader – replace fuel gauge
- P1713 - jet patcher- hopper repair
- P1317 – slasher replace clutch

CONCLUSION

The activities carried out by the Technical Services Department are in line with the 2019/2020 Management Plan and otherwise as directed.

CONSULTATION

Consultation is carried out within the Technical Services Department during the monthly Technical Services team meetings and other relevant persons.

OFFICER RECOMMENDATION

THAT the monthly Technical Services Report for February be received and noted including Notices of Intent, Orders and Penalty Notices issued by Council.

ATTACHMENTS

There are no attachments for this report.

**COUNCIL RESOLUTION:
MINUTE 57/20**

THAT the monthly Technical Services Report for February be received and noted including Notices of Intent, Orders and Penalty Notices issued by Council.

(Moved Cr D Coulton, seconded Cr Smith)

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Chairman

Item 6 Monthly Investment and Rates Collection Report for February 2020

FILE REFERENCE

DELIVERY PROGRAM

GOAL: 5. Organisational Management

OUTCOME: 5.1 CORPORATE MANAGEMENT

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

AUTHOR Manager, Finance

STAFF DISCLOSURE OF INTEREST Nil

IN BRIEF/ SUMMARY RECOMMENDATION

At each monthly Ordinary Meeting, the Council is presented with the schedule relating to Investments, as at the end of the previous month.

BACKGROUND

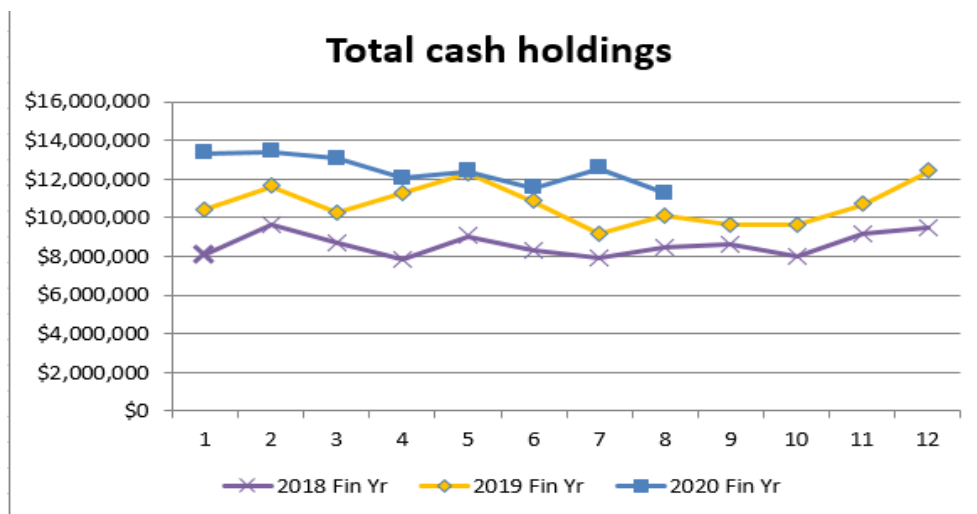
In accordance with Clause 19(3) of the Local Government (Financial Management) Regulation 1993, the following information provides details of Council's funds invested as at 29 February 2020.

Direct Investments							
Broker	ID	Investment Name	Rating	Type	Next Rollover	Yield	Current Value
NAB	2020.07	NAB	AA	TD	31-03-2020	1.60%	\$1,000,000.00
NAB	2020.08	NAB	AA	TD	31-03-2020	1.60%	\$1,000,000.00
NAB	2020.09	NAB	AA	TD	14-04-2020	1.60%	\$1,000,000.00
Grand Total							\$3,000,000.00
Managed Funds							
Fund	Investment Horizon	Type	3 Mth Avg Yield	Current Value			
Regional Australia Bank	At Call	Cash	See report	\$347,045.66			
Tcorp Cash Fund	At Call	Cash	See report	\$5,868,960.81			
Tcorp Medium Term Fund	At Call	Cash	See report	\$1,069,047.48			
Grand Total							\$7,285,053.95
Total Investments							
Direct Investments							\$3,000,000.00
Managed Funds							\$7,285,053.95
Grand Total							\$10,285,053.95

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Chairman

Cash and Investments	
Total Investments	
Direct Investments	\$3,000,000.00
Managed Funds	\$7,285,053.95
Grand Total Investments	\$10,285,053.95
Total Cash and Investments	
Investments	\$10,285,053.95
Cash at bank	\$ 975,715.26
Grand Total Cash and Investments	\$11,260,769.21
General Fund Cash	
Total cash and investments	\$11,260,769.21
LESS:	
Water fund*	-\$891,859.52
Sewer fund*	-\$3,447,108.24
Waste fund*	-\$3,281,141.50
Other restrictions:	
Employee leave entitlements*	-\$900,000.00
Carry over works in progress*	-\$800,000.00
Asset replacement*	-\$250,000.00
Bonds and deposits	-\$290,000.00
Unexpended grants*	-\$750,000.00
Developer contributions	-\$256,000.00
*These figures may change with end of year processing	
Discretionary General Fund Cash	\$394,659.95



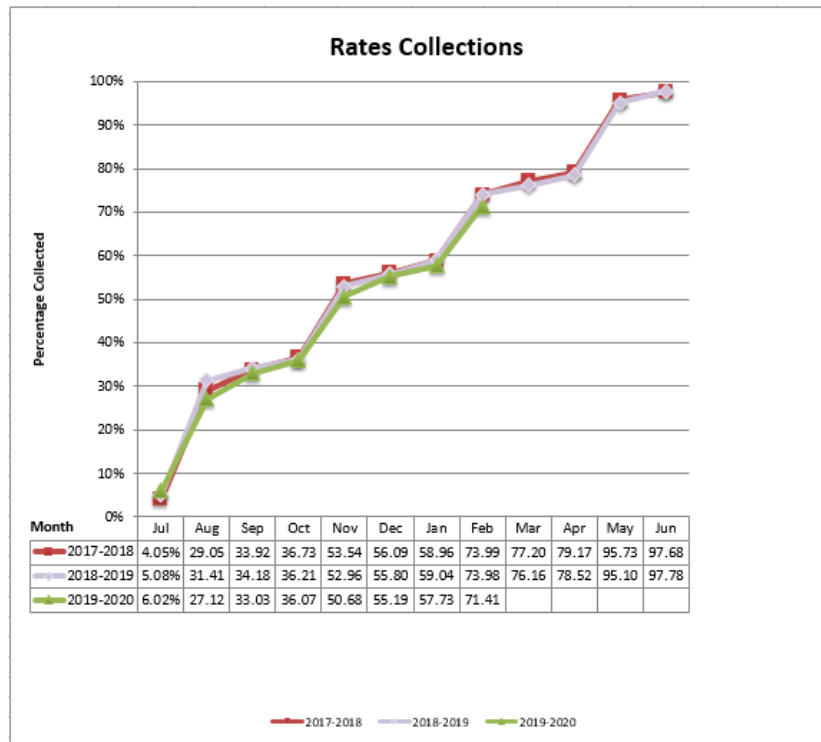
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Chairman

I, Helen Thomas, Finance Manager and Responsible Accounting Officer for Gwydir Shire Council, certify that the Council's investments have been made in accordance with the *Local Government Act 1993, Local Government (General) Regulation 2005* and Council's Investment Policy (F.01.03), as amended.

RATES COLLECTIONS

The graph below represents a comparative of the percentage collections for the current year against the two previous rating years. The current year's collections are up to 29 February 2020.



OFFICER RECOMMENDATION

THAT the February Investments and Rates Collection report be received

ATTACHMENTS

There are no attachments for this report.

**COUNCIL RESOLUTION:
MINUTE 58/20**

THAT the February Investments and Rates Collection report be received.

(Moved Cr Young, seconded Cr Dick)

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Chairman

Item 7 COVID 19 Response

FILE REFERENCE

DELIVERY PROGRAM

GOAL: 1. A healthy and cohesive community

OUTCOME: 1.1 WE HAVE HEALTHY AND INVITING SPACES AND PLACES

STRATEGY: 1.1.2 Encourage and enable healthy lifestyles choices - OCD - external

AUTHOR General Manager

STAFF DISCLOSURE OF INTEREST Nil

IN BRIEF/ SUMMARY RECOMMENDATION

This report is to update the Council on the actions to date to address the health crisis as a result of the pandemic declaration of the COVID 19 virus.

TABLED ITEMS Draft Pandemic Emergency Sub Plan and Crisis Management Plan

BACKGROUND

As at last Friday there were no confirmed cases of COVID 19 within the Northern Tablelands State Electorate. However there has been rumours of two confirmed cases in Inverell, which have now been confirmed by Mr. Marshall through the local Police Commander.

The Area Health Service are refusing to release any ongoing information about confirmed cases. This seems quite unreasonable and it is difficult to understand the reasoning to support this approach because informed knowledge rather than rumour or innuendo is a better foundation for broad community support. The Council has written to the Health Minister, The Hon. Brad Hazzard expressing the Council’s concern.

NSW Parliament on 24th March 2020 passed the COVID-19 Legislation Amendment (Emergency Measures) Bill 2020 (see AT 1) comprising a broad range of amendments to existing laws to help combat the spread of the virus. The amending legislation gives the Minister for Local Government the power to postpone the September council elections for up to 12 months, with a possible further extension to 31 December 2021. The Local Government Act is also being amended to allow councils to hold official meetings electronically rather than physically.

The Council’s staff have commenced a Crisis Management Plan to address this issue within our operational environment and to assist in ensuring the health of the broader Gwydir Community.

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Chairman

In keeping with other surrounding Councils, Gwydir Shire's clear goals are:

1. Protect our staff, by minimising their exposure, and ensuring their continued good health;
2. Protect our community, by minimising the spread, "flattening the curve" and assisting the health system to not become overwhelmed; and
3. Ensure continuity of business. We are an important service provider to the community, and we need to find ways of ensuring that those services can continue to be provided.

The decisions implemented by the Council's Crisis Management Team to date have been undertaken to support the guiding basic rules promoted by the State and Federal health professionals:

- Reinforce the need for social distancing.
- No more than 1 person per 4 square metre for internal gatherings.
- The need to maintain 1.5 metres from others in the workplace and outside of work. Obviously this will be difficult for every instance, especially the movement of outdoor personnel.

It is obvious that the Federal and NSW State Governments are moving towards a complete lock down of non-essential services. The attached Public Health (COVID 19 Places of Social Gathering) Order 2020 has been implemented and commenced from 12 noon on 23rd March 2020.

Also there has been a Joint Statement released by LG NSW, United Services Union (USU), Local Government Engineers Association (LGEA) and Development and Environmental Professionals Association (DEPA), which is attached.

The Council's response has been developed and is consistent with all the directions issued by the State and Federal Governments to date and the possibility of further restrictions in the weeks to come.

The actions taken to date by the staff are outlined below:

- Council's Crisis Management Plan has been developed and has been enacted
- A Crisis Management Team has been appointed and are holding teleconferences regularly to methodically work through their action plans
- Council's Pandemic Emergency Response Sub Plan has been developed and has been enacted
- Council's Communication Plan (internal and external) has been developed and has been enacted
- Department Management has completed or in the process of completing department specific risk assessments to ensure:
 - Employees are safe and operate in a manner which minimises the likelihood of them contracting COVID-19

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- At-risk / vulnerable personnel are identified and adequate controls are put in place to minimise the likelihood of them contracting COVID-19
- Essential community services are identified
- Critical roles and duties are defined
- Critical personnel identified and fatigue managed
- High absenteeism is factored into workforce planning
- Critical supplies are identified and purchased
- Critical contractors/suppliers contacted to confirm the reliability of supply and backup suppliers identified
- Personal Protective Equipment (PPE) and hygiene supplies under constant review and sourcing arrangements are managed daily
- Work crews have begun to isolate in various areas of the Shire and working from home arrangements are being made where there is no negative impact to their health and safety and does not significant and negative impact on productivity
- Working From Home Ergonomic Self-Assessment Guide has been developed for Employees and Managers to assess the potential risk before moving to this work model
- Employee communication in the form of Toolbox Talks are being developed regularly and released by the GM
- All non-essential work travel has ceased
- Personal Risk Assessment Template has been developed and is to be used on an as-need basis when assessing employees who present to work sick or call from home
- Employee Leave Entitlements is a hot topic (see the Joint Statement attached), Human Resources is currently preparing an Information Guide and the assessment criteria if additional un-accrued sick or special leave is requested over the next few months.

The Council has closed or will limit the following services considered to be non-essential:

Gwydir Shire Pools

Gwydir Shire Swimming Pools are now closed

Gwydir Shire Playgroups & Toy Libraries

Closed until further notice. This includes the after school activities.

Gwydir Library Services

Gwydir Shire Council's Libraries are closed until further notice.

Naroo Frail Aged Care Facility

As of Thursday 26th March 2020 Naroo Frail Aged Care Facility will be going into voluntary lock down. This has been a difficult decision but it is imperative that we keep our residents as safe and healthy as possible

Community Home Support Program

All non-essential group support activities have been cancelled. All other vital medical appointment bookings will continue.

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Warialda Container Deposit Scheme

At this stage the landfills remain open however, the Warialda Landfill 'Return and Earn' has been suspended temporarily and will not be taking containers due to the requirement that the staff need to handle the returned articles.

Bingara and Warialda Visitor Centres

Closed until further notice but the NSW Services outlet at the Warialda VIC will continue until closed at the direction of the NSW Government.

Gwydir Fitness Centres

Closed until further notice.

Roxy Theatre

Closed until further notice.

Gwydir Shire Council's Offices

The office opening hours at both the Bingara and Warialda Offices to members of the public will be 9 am to 12.30 pm from next Monday 30th March 2020. It is expected that both these offices will probably both be closed at some point in the near future.

Centrelink Agency

The agency office in Bingara will now be a self-service facility only with no Council staff-client contact.

The staff consider the following Council services as essential services:

Weekly Garbage Collection and Tips;

Street Bin Collection;

Public Toilet Cleaning;

Aged Services generally (Naroo, Community Transport, Meals on Wheels, etc.);

Emergency response relating to road trauma, condition inspections and emergency/reactive road maintenance (removing trees across roads, closing roads inundated by flooding, providing temporary repairs to significant safety concerns etc.);

Out of town potable water deliveries;

An on call Ranger available for emergencies;

Cemetery maintenance;

Town Water Services including water quality testing; and;

Town Sewerage Systems.

Also the staff have nominated the following service areas as internally 'essential' and will be ensuring, as far as possible, the continuity of these activities:

Council's IT systems;

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Payroll;

Payment of creditors;

Grant acquittals, current grant funding deadlines requires that the planning and construction of grant funded projects continue and any new grant funding opportunities should be followed up;

Correspondence – mail collection and vetting important matters;

Customer requests received and actioned;

The maintenance of Council’s public infrastructure (roads, bridges, etc.);

Building and planning determinations and relevant certificates where urgent;

New dwellings and other buildings under construction will still require critical stage inspections;

Building maintenance activities as essential where it could lead to a potential safety or health concern (i.e. fixing a leaking toilet or repairing a hot water unit for example). We are limiting maintenance to essential maintenance only at facilities that are deemed to have ‘at risk’ residents such as the homes for the aged and Naroo;

Issuing of Financial Certificates, bank account reconciliations, supplementary rating adjustment lists, Notice of Sales, pension rebate returns, debt recovery, etc. can all still be processed. The next Rates’ Instalment is scheduled for post on 17th April 2020; and;

Quarterly financial reviews and the preparatory work for next year’s budget.

COMMENT

As at the date of writing this report there are no confirmed or suspected cases of COVID 19 within the Shire. I believe that the staff are aware of the inherent dangers presented by the virus and are following the hygiene and social distancing protocols that have been established.

In many ways the Council can certainly put in place the measures to maintain a safe working environment for its staff and residents and also maintain the internal services listed in this report, but it will also be subject to any directions from the other levels of government that may not share our priorities.

OFFICER RECOMMENDATION

THAT the report be received

ATTACHMENTS

- AT-** Local Government Act amendments
- AT-** Public Health Order

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AT- Joint Statement LG NSW and Unions

**COUNCIL RESOLUTION:
MINUTE 59/20**

THAT the COVID 19 Council Response report be received.

(Moved Cr Smith, seconded Cr Young)

Max Eastcott

From: Adam Marshall <Adam.Marshall@parliament.nsw.gov.au>
Sent: Tuesday, 24 March 2020 4:24 PM
To: Katrina Humphries (Katrina.Humphries@mpsc.nsw.gov.au); Lester Rodgers (Lester.Rodgers@mpsc.nsw.gov.au); Cr John Coulton; Max Eastcott; Paul.Harmon@inverell.nsw.gov.au; Paul Henry; csparks@gisc.nsw.gov.au; Craig Bennett (cbennett@gisc.nsw.gov.au); Simon Murray; Susan Law (slaw@armidale.nsw.gov.au); Mick Pearce work; Mick Pearce home; sphillips@uralla.nsw.gov.au
Cc: Lisa Williams; Sarah Crump; Kristopher Wall
Subject: COVIS-19 Legislation Amendment (Emergency Measures) Bill 2020
Attachments: COVID-19 Legislation Amendment (Emergency Measures) Bill.pdf

Dear Mayors & General Managers

As you may be aware, similar to the Commonwealth Parliament, NSW Parliament is sitting for today only to pass several pieces of emergency legislation to help deal with the evolving Coronavirus pandemic.

One of these Bills is the above-mentioned which contains three amendments to the Local Government Act 1993, which I want to appraise you of:

- 1. Schedule 2.12[1] and [2]** enable the Minister for Local Government to postpone the requirements relating to the holding of ordinary council elections and by-elections if the Minister believes that it is reasonable to do so. The provisions are repealed after 12 months. **This gives the Minister power to postpone this September's elections until next year. No decision has been made to do this yet, but will be made soon.**
- 2. Schedule 2.12[3]** removes the need for persons to attend council meetings. The meetings may be held remotely by audio visual link or in any other manner approved by the Minister for Local Government. Members of the public are to be given access to the meeting by webcast or in any other manner approved by the Minister. The provision applies for a minimum period of 6 months and may apply for a total of 12 months if the regulations prescribe a longer period. **If your council will have trouble setting up an audio visual link and using a teleconference would be better, application can be made via letter to the Minister, which will be considered favourably in the case of country councils with poor communications in their LGA.**
- 3. Schedule 2.12[3]** also contains a power for regulations under the *Local Government Act 1993* to modify the application of that Act for the purposes of responding to the public health emergency caused by the COVID-19 pandemic. **This is a broad amendment that essentially allows the Minister to temporarily vary any aspect of the Act under regulation for a limited period – in essence, an emergency power.**

The Bill was passed by the Legislative Assembly this afternoon and will be debated and almost certainly passed by the Legislative Council this evening.

I have attached a copy of the Bill to this email.

My advice would be to be prepared for the elections to be postponed and get your written requests into the Minister ASAP to ensure you can vary your council meetings, should you wish.

If you need any help with any aspect of this, please get in touch with me or my offices.

Kind regards, Adam.

Adam Marshall
MEMBER FOR NORTHERN TABLELANDS
Minister for Agriculture and Western NSW

THE NATIONALS
for Regional NSW

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New South Wales

COVID-19 Legislation Amendment (Emergency Measures) Bill 2020

Explanatory note

This explanatory note relates to this Bill as introduced into Parliament.

Overview of Bill

The object of this Bill is to amend the following Acts in response to the COVID-19 pandemic—

- (a) *Child Protection (Working with Children) Act 2012*,
- (b) *Children (Detention Centres) Act 1987*,
- (c) *Civil and Administrative Tribunal Act 2013*,
- (d) *Constitution Act 1902*,
- (e) *Crimes (Administration of Sentences) Act 1999*,
- (f) *Crimes (Domestic and Personal Violence) Act 2007*,
- (g) *Criminal Procedure Act 1986*,
- (h) *Electronic Transactions Act 2000*,
- (i) *Environmental Planning and Assessment Act 1979*,
- (j) *Evidence (Audio and Audio Visual Links) Act 1998*,
- (k) *Health Practitioner Regulation (Adoption of National Law) Act 2009*,
- (l) *Jury Act 1977*,
- (m) *Local Government Act 1993*,
- (n) *Mental Health Act 2007*,
- (o) *Motor Accident Injuries Act 2017*,
- (p) *Private Health Facilities Act 2007*,

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- (q) *Public Health Act 2010*,
- (r) *Retail Trading Act 2008*,
- (s) *Subordinate Legislation Act 1989*,
- (t) *Workers Compensation Act 1987*.

Outline of provisions

Clause 1 sets out the name (also called the short title) of the proposed Act.

Clause 2 provides for the commencement of the proposed Act.

Schedule 1 Amendment of Criminal Procedure Act 1986 No 209

Schedule 1[1] amends the *Criminal Procedure Act 1986* to enable criminal trials to be conducted in an appropriate way during the COVID-19 pandemic, by enabling—

- (a) a witness in a trial to give evidence before the trial in a pre-recorded evidence hearing, and
- (b) the original evidence of a witness recorded in a trial to be used in a new trial, and
- (c) a court to order a judge alone trial in certain circumstances.

Regulations may be made under various specified Acts in relation to altered arrangements for criminal trial, pre-trial procedures, apprehended violence order proceedings, bail and sentencing and matters relating to the administration of sentences, for the purposes of responding to the COVID-19 pandemic.

Regulations may only be made if Parliament is not sitting (or is not likely to sit within 2 weeks) and the arrangements provided by the regulations are in accordance with advice of the Minister for Health and Medical Research or the Chief Health Officer. The regulations are repealed after 6 months, unless earlier repealed by Parliament.

The proposed amendments to the *Criminal Procedure Act 1986* are repealed 6 months after they commence, unless the regulations prescribe a later date for the repeal, not being more than 12 months after the amendments commence.

Schedule 1[2] contains transitional provisions.

Schedule 2 Amendment of other Acts

Child Protection (Working with Children) Act 2012 No 51

Schedule 2.1 enables the Children's Guardian to extend the period for which a working with children check clearance is in force. The provision applies for a minimum period of 6 months and may apply for a total of 12 months if the regulations prescribe a longer period.

Children (Detention Centres) Act 1987 No 57

Schedule 2.2 enables the Secretary of the Department of Communities and Justice to prohibit or restrict any person (other than the Ombudsman and the Inspector of Custodial Services) from entering or visiting a detention centre if satisfied that it is reasonably necessary to protect the health of a detainee, any other person or the public from the public health risk posed by the COVID-19 pandemic.

The provision applies for a minimum period of 6 months and may apply for a total of 12 months if the regulations prescribe a longer period.

Civil and Administrative Tribunal Act 2013 No 2

Schedule 2.3 amends the *Civil and Administrative Tribunal Act 2013* as follows—

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COVID-19 Legislation Amendment (Emergency Measures) Bill 2020 [NSW]
Explanatory note

- (a) to provide for special constitution requirements and practice and procedure in respect of functions of the Tribunal allocated to its Guardianship Division,
- (b) to provide for special constitution requirements in respect of the exercise by the Tribunal of functions under the *Public Health Act 2010*,
- (c) to enable regulations to be made that modify time periods for things done in connection with the Tribunal and the practice and procedure of the Tribunal,
- (d) to enable the Tribunal and certain courts to extend periods for doing things in connection with the Tribunal.

The provision applies for a minimum period of 6 months and may apply for a total of 12 months if the regulations prescribe a longer period.

Constitution Act 1902 No 32

Schedule 2.4 provides that regulations may be made to enable persons required to be present under the *Constitution Act 1902* to be present in other ways other than being physically present and to enable Bills to be assented to without being presented to the Governor in person. The provisions are repealed after 12 months.

Crimes (Administration of Sentences) Act 1999 No 93

Schedule 2.5 amends the *Crimes (Administration of Sentences) Act 1999* as follows—

- (a) to enable the Commissioner of Corrective Services (the **Commissioner**) to prohibit or restrict any person (other than the Ombudsman and the Inspector of Custodial Services) from entering or visiting a correctional centre or other correctional premises if satisfied that it is reasonably necessary to protect the health of an inmate, any other person or the public from the public health risk posed by the COVID-19 pandemic,
- (b) to enable the Commissioner to grant parole to certain inmates belonging to a class prescribed by the regulations if satisfied that releasing the inmate on parole is reasonably necessary because of the risk to public health or to the good order and security of correctional premises arising from the COVID-19 pandemic.

The provisions apply for a minimum period of 6 months and may apply for a total of 12 months if the regulations prescribe a longer period.

Crimes (Domestic and Personal Violence) Act 2007 No 80

Schedule 2.6 provides that the making of a provisional order (being an interim apprehended domestic violence order or an interim apprehended personal violence order) under the *Crimes (Domestic and Personal Violence) Act 2007* is taken to be an application for a final apprehended violence order or an interim court order. The provisional order must direct the defendant to appear at an appropriate court on a specified date for the hearing of the application. This date must be the next date on which the matter can be listed on a domestic violence list at an appropriate court, but must be no more than 28 days after the making of the order.

The proposed amendment temporarily extends that 28-day period to 6 months to take into account that matters may not be listed for an extended period because of the COVID-19 pandemic. If a matter can be listed, the obligation to list the matter on the next available date remains in place.

Electronic Transactions Act 2000 No 8

Schedule 2.7 provides that regulations may be made under various specified Acts in relation to alternative arrangements for signing and witnessing documents for the purposes of responding to the COVID-19 pandemic.

Regulations may only be made if Parliament is not sitting (or is not likely to sit within 2 weeks) and the arrangements provided by the regulations are in accordance with the advice of the Minister for Health and Medical Research or the Chief Health Officer. The regulations expire 6 months after they commence, unless earlier resolved by Parliament.

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COVID-19 Legislation Amendment (Emergency Measures) Bill 2020 [NSW]
Explanatory note

The proposed amendments to the *Electronic Transactions Act 2000* are repealed 6 months after they commence, unless the regulations prescribe a later date for the repeal, not being more than 12 months after the amendments commence.

Environmental Planning and Assessment Act 1979 No 203

Schedule 2.8 permits the Minister for Planning and Public Spaces to make an order that authorises development to be carried out on land without the need for any approval under the Act or consent from any person. The Minister may make the order only if the Minister is reasonably satisfied that the making of the order is necessary to protect the health, safety and welfare of members of the public. **Schedule 2.8** also provides that a requirement to make a document available at a physical location such as an office is satisfied if the document is made available on the NSW planning portal or any other website approved by the Planning Secretary.

The provisions apply for a minimum period of 6 months and may apply for a total of 12 months if the regulations prescribe a longer period.

Evidence (Audio and Audio Visual Links) Act 1998 No 105

Schedule 2.9 applies temporary modifications to the *Evidence (Audio and Audio Visual Links) Act 1998* to facilitate the greater use of audio and audio visual links in relation to trials because of the COVID-19 pandemic.

Health Practitioner Regulation (Adoption of National Law) Act 2009 No 86

Schedule 2.10 enables the Secretary of the Ministry of Health to exempt particular premises used for the storage and distribution of vaccines and medicines from some or all of the provisions of Schedule 5F to the *Health Practitioner Regulation National Law (NSW)*, which are NSW-specific provisions relating to pharmacies, for a specified period.

Jury Act 1977 No 18

Schedule 2.11 enables a sheriff to exempt a person from jury selection if, in the sheriff's opinion, there is good cause for the exemption, including safety and welfare considerations relating to the person or the community at large. The proposed amendment applies for a minimum period of 6 months and may apply for a total of 12 months if the regulations prescribe a longer period.

Local Government Act 1993 No 30

Schedule 2.12[1] and [2] enable the Minister for Local Government to postpone the requirements relating to the holding of ordinary council elections and by-elections if the Minister believes that it is reasonable to do so. The provisions are repealed after 12 months.

Schedule 2.12[3] removes the need for persons to attend council meetings. The meetings may be held remotely by audio visual link or in any other manner approved by the Minister for Local Government. Members of the public are to be given access to the meeting by webcast or in any other manner approved by the Minister. The provision applies for a minimum period of 6 months and may apply for a total of 12 months if the regulations prescribe a longer period. **Schedule 2.12[3]** also contains a power for regulations under the *Local Government Act 1993* to modify the application of that Act for the purposes of responding to the public health emergency caused by the COVID-19 pandemic.

Mental Health Act 2007 No 8

Schedule 2.13 provides that the Mental Health Review Tribunal may conduct a mental health inquiry by telephone, adjourn a mental health inquiry for up to 28 days or extend a community treatment order by up to 3 months if the Tribunal considers that it is necessary to do so because of the COVID-19 pandemic. The provision applies for a minimum period of 6 months and may apply for a total of 12 months if the regulations prescribe a longer period.

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COVID-19 Legislation Amendment (Emergency Measures) Bill 2020 [NSW]
Explanatory note

Motor Accident Injuries Act 2017 No 10

Schedule 2.14 provides that a second or subsequent certificate of work provided by an injured person to the insurer in relation to the payment of weekly statutory benefits does not have to be given by the treating medical practitioner provided the certificate complies with the Motor Accident Guidelines.

Private Health Facilities Act 2007 No 9

Schedule 2.15 allows the Secretary of the Ministry of Health to exempt a private health facility licensee or class of licensees from certain licence conditions and requirements, if satisfied that it is reasonably necessary because of the COVID-19 pandemic and that patient care and safety are to be properly maintained. The provision is repealed after 12 months.

Public Health Act 2010 No 127

Schedule 2.16[1] and [2] provide that a public health order made by an authorised medical practitioner in respect of a person relating to the COVID-19 pandemic remains in force for the period specified in the order, rather than expiring after 3 business days and then requiring the NSW Civil and Administrative Tribunal to confirm the order.

Schedule 2.16[3] enables a police officer to arrest a person if the police officer suspects on reasonable grounds that the person is contravening a public health order relating to the COVID-19 pandemic.

Schedule 2.16[4] and [5] provide that a police officer is an authorised officer under the *Public Health Act 2010* for the purposes of requiring a person suspected of contravening a provision of the Act to provide the person's name and address and for the purposes of issuing penalty notices.

Schedule 2.16[5] also enables the Minister for Health and Medical Research or the Minister for Mental Health, Regional Youth and Women to impose conditions on the exercise of an authorised officer issuing a penalty notice.

The provisions are repealed after 12 months.

Retail Trading Act 2008 No 49

Schedule 2.17 enables a supermarket to open on Good Friday, Easter Sunday and Anzac Day in 2020, only if the supermarket is staffed only by persons who have freely elected to work on those days.

Subordinate Legislation Act 1989 No 146

Schedule 2.18 keeps a number of regulations in force for a further period of 1 year (or 6 months, in the case of the *Environmental Planning and Assessment Regulation 2000*) after the date on which they would otherwise be repealed by the *Subordinate Legislation Act 1989*. However, any of the regulations may be repealed sooner by other legislation. The proposed amendment is necessary as the regulations have each been postponed on at least 5 occasions and are due to be repealed by the *Subordinate Legislation Act 1989* on 1 September 2020.

Workers Compensation Act 1987 No 70

Schedule 2.19 relates to a certificate of work capacity provided by a worker to the insurer in relation to the payment of weekly income support payments under the *Workers Compensation Act 1987*. Currently a certificate of capacity is required to be given by a medical practitioner in a form approved by the State Insurance Regulatory Authority. The proposed amendment maintains that requirement for the first certificate and requires a second or subsequent certificate to comply with the requirements prescribed by the regulations.

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New South Wales

COVID-19 Legislation Amendment (Emergency Measures) Bill 2020

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New South Wales

COVID-19 Legislation Amendment (Emergency Measures) Bill 2020

No. _____, 2020

A Bill for

An Act to amend a number of Acts to implement emergency measures as a result of the COVID-19 pandemic.

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COVID-19 Legislation Amendment (Emergency Measures) Bill 2020 [NSW]

The Legislature of New South Wales enacts—	1
1 Name of Act	2
This Act is the <i>COVID-19 Legislation Amendment (Emergency Measures) Act 2020</i> .	3
2 Commencement	4
This Act commences on the date of assent to this Act.	5

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COVID-19 Legislation Amendment (Emergency Measures) Bill 2020 [NSW]
Schedule 1 Amendment of Criminal Procedure Act 1986 No 209

Schedule 1	Amendment of Criminal Procedure Act 1986 No 209	1
		2
[1]	Chapter 7, Part 5	3
	Insert after Part 4—	4
	Part 5 Response to COVID-19 pandemic	5
	Division 1 Preliminary	6
353	Purpose of Part	7
	The purpose of this Part is to enable criminal trials in the State to be conducted in a way that is appropriate given the public health emergency caused by the COVID-19 pandemic.	8 9 10
	Division 2 Pre-recorded evidence hearings	11
354	Definitions	12
(1)	In this Division, a <i>relevant witness</i> means a person who is—	13
(a)	a complainant in prescribed sexual offence proceedings, or	14
(b)	a complainant in proceedings for a domestic violence offence within the meaning of section 11 of the <i>Crimes (Domestic and Personal Violence) Act 2007</i> , or	15 16 17
(c)	a complainant in proceedings for a serious indictable offence that is an offence of violence, or	18 19
(d)	a complainant or witness whom the court considers is at a significantly greater risk from the COVID-19 pandemic than the risk to members of the community generally, including because of the age or health of the complainant or witness.	20 21 22 23
(2)	The regulations may amend subsection (1)—	24
(a)	by inserting additional persons or classes of persons as relevant witnesses, or	25 26
(b)	by removing or amending a person or offence, or a class of persons or offences, referred to in that subsection.	27 28
355	Proceedings to which Division applies	29
	This Division applies only to proceedings in the District Court or Supreme Court.	30 31
356	Pre-recorded evidence hearing	32
(1)	A court may, on its own motion, order that the evidence of a relevant witness in a trial proceeding be given at a hearing (a <i>pre-recorded evidence hearing</i>) in the absence of the jury (if any).	33 34 35
(2)	The court may make an order under subsection (1) only if—	36
(a)	the accused person has sought and received advice from an Australian legal practitioner, and	37 38
(b)	both parties have been heard on the order, and	39
(c)	all pre-trial disclosure and case management requirements under Division 3 of Part 3 of Chapter 3 have been complied with, and	40 41

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COVID-19 Legislation Amendment (Emergency Measures) Bill 2020 [NSW]
Schedule 1 Amendment of Criminal Procedure Act 1986 No 209

(d) the court is satisfied it is in the interests of justice to do so.	1
(3) In deciding whether to make the order, the court must consider—	2
(a) the wishes and circumstances of the witness, and	3
(b) the availability of court and other facilities needed for a pre-recorded evidence hearing to take place.	4 5
(4) At a pre-recorded evidence hearing, a witness is entitled to—	6
(a) give evidence in a way that the witness would otherwise be entitled to give evidence, and	7 8
Note. See, for example, section 306S for the ways in which the evidence of a vulnerable person may be given and section 306W for alternative ways of giving evidence.	9 10 11
(b) any entitlements the witness would otherwise have under this Act.	12
Note. See, for example, section 306U that provides for a vulnerable person to give evidence in chief in the form of a recording.	13 14
(5) Evidence given at a pre-recorded evidence hearing is to be recorded and subsequently viewed or heard (or both) by the court in the presence of the jury (if any).	15 16 17
(6) In proceedings in which evidence given at a pre-recorded evidence hearing is viewed or heard, the court must warn the jury not to—	18 19
(a) draw any inference adverse to the accused person, or	20
(b) give the evidence any greater or lesser weight because the evidence was given in that way.	21 22
(7) The Court may order that a transcript be supplied to the Court or jury (if any) of all or part of a recording made under this section if the Court considers a transcript would be likely to aid its or the jury's comprehension of the evidence.	23 24 25 26
357 Access to recorded evidence	27
(1) An accused person and the person's Australian legal practitioner (if any) are not entitled to be given possession of the recording of evidence taken at a pre-recorded evidence hearing under this Division, or a copy of the recording, if the evidence was given by—	28 29 30 31
(a) a complainant, or	32
(b) a special witness within the meaning of section 306A, or	33
(c) a vulnerable person within the meaning of section 306M.	34
(2) The accused person and the person's Australian legal practitioner (if any) are to be given reasonable access, from time to time, to the recording of evidence taken at a pre-recorded evidence hearing under this Division to enable the person or practitioner to listen to or view the recording (or both).	35 36 37 38
(3) If reasonable access to the recording of original evidence cannot be given to an accused person's Australian legal practitioner because of subsections (1) and (2), the prosecuting authority must, as soon as practicable, give the legal practitioner reasonable access to the recording in the way the prosecuting authority considers appropriate.	39 40 41 42 43
(4) For subsection (3), in deciding on the appropriate way in which access to the recording should be given the prosecuting authority must ensure that—	44 45
(a) there is no unauthorised reproduction or circulation of the recording, and	46 47

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COVID-19 Legislation Amendment (Emergency Measures) Bill 2020 [NSW]
Schedule 1 Amendment of Criminal Procedure Act 1986 No 209

(b)	the integrity of the recording is protected.	1
(5)	A person given access to a record of evidence under this Division must not, without the consent of the prosecuting authority—	2
(a)	copy the recording, or	3
(b)	give it to another person, or	4
(c)	remove it from the custody of the prosecuting authority.	5
(6)	The regulations may provide for—	6
(a)	the procedures to be followed in connection with the giving of access to a record of evidence under this section, and	7
(b)	the way in which access is to be given to a record of evidence under this section, including the giving of access by other means.	8
358	Further evidence by witness whose evidence is pre-recorded	9
(1)	A witness in a proceeding whose evidence is pre-recorded at a pre-recorded evidence hearing under this Division cannot give further evidence in the trial without the leave of the court.	10
(2)	An application for leave may be made by any party to the proceedings.	11
(3)	The court must not give leave unless it is satisfied—	12
(a)	the witness or other party is seeking leave because of becoming aware of a matter of which the party could not reasonably have been aware at the time of the recording, or	13
(b)	it is otherwise in the interests of justice to give leave.	14
(4)	The court is to ensure that the witness is questioned by a party to the proceedings only in relation to matters relevant to the matters mentioned in subsection (3).	15
(5)	This section applies despite anything to the contrary in this Act or the <i>Evidence Act 1995</i> .	16
Division 3	Use of recorded evidence in subsequent proceedings	17
359	Definitions	18
	In this Division—	19
	<i>best available record</i> has the meaning given by section 306E(2).	20
	<i>hearsay rule</i> has the meaning given by the <i>Evidence Act 1995</i> .	21
	<i>original evidence</i> , of a witness, means all evidence, including pre-recorded evidence, given by the witness—	22
(a)	for a new trial resulting from a discontinued trial—in the discontinued trial, or	23
(b)	for a new trial resulting from an appeal against a conviction—in the proceedings from which the conviction arose.	24
	<i>properly authenticated</i> has the meaning given by section 306E(4).	25
360	Application of Division	26
	This Division applies to proceedings in all courts.	27

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361 Relationship with other laws or provisions	1
(1) This Division applies despite anything to the contrary in the <i>Evidence Act 1995</i> or any other Act or law.	2 3
(2) To remove any doubt, nothing in this Division affects the operation of Divisions 3 and 4 of Part 5 of Chapter 6.	4 5
362 Use of recorded evidence	6
(1) This section applies if—	7
(a) a trial of an accused person is discontinued for any reason and, as a result, a new trial is listed, or	8 9
(b) a person is convicted of an offence and, on appeal against the conviction, a new trial is ordered.	10 11
(2) The prosecutor may tender as evidence in the new trial proceedings a record of the original evidence of a witness.	12 13
(3) A record of the original evidence of the witness is admissible in the new trial.	14
(4) The hearsay rule does not prevent—	15
(a) the admission of a record of the original evidence of the witness, or	16
(b) the use of the record to prove the existence of a fact that the witness intended to assert by a representation made in the original evidence.	17 18
(5) The court may decline to admit a record of the original evidence of the witness if, in the court's opinion, the accused would be unfairly disadvantaged by the admission of the record, having regard to the following—	19 20 21
(a) the completeness of the original evidence, including whether the witness has been cross-examined on the evidence,	22 23
(b) the effect of editing any inadmissible evidence from the original evidence,	24 25
(c) the availability of the witness to attend to give further evidence in relation to a matter that may be the subject of leave under section 364,	26 27
(d) the interests of justice,	28
(e) any other matter the court thinks relevant.	29
(6) The court may give directions requiring the record of the original evidence to be altered or edited to remove statements that would not be admissible if the original evidence of the witness had been given orally before the court in accordance with the usual rules and practice of the court.	30 31 32 33
(7) Also, a record of the original evidence may be altered or edited in accordance with an agreement between the prosecutor and the accused person and the person's counsel (if any).	34 35 36
(8) The record of the original evidence of the witness tendered by the prosecution must be—	37 38
(a) the best available record, or be comprised of the best available records, of the original evidence of the witness, and	39 40
(b) properly authenticated.	41
(9) If a record of the original evidence of a witness is tendered by the prosecutor under this section, any exhibits tendered in the original proceedings on the basis of the original evidence of the witness and admitted in the original proceedings are also admissible in the new trial proceedings as if the original	42 43 44 45

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evidence of the witness had been given orally before the court hearing the new trial proceedings in accordance with the usual rules and practice of the court.	1 2
(10) Subsection (9) does not prevent any other exhibits tendered in the original proceedings from being tendered and admitted in the new trial proceedings in accordance with the usual rules and practice of the court hearing the new trial proceedings.	3 4 5 6
363 Access to recorded evidence	7
(1) An accused person and the person's Australian legal practitioner (if any) are not entitled to be given possession of the recording of evidence, or a copy of the recording, if the evidence was given by—	8 9 10
(a) a complainant in proceedings for a serious indictable offence that is an offence of violence, or	11 12
(b) a complainant in proceedings for a domestic violence offence within the meaning of section 11 of the <i>Crimes (Domestic and Personal Violence) Act 2007</i> , or	13 14 15
(c) a vulnerable person within the meaning of section 306M.	16
Note. Part 5 of Chapter 6 deals with access to recordings of evidence in sexual offence proceedings.	17 18
(2) The accused person and the person's Australian legal practitioner (if any) are to be given reasonable access, from time to time, to the recording of evidence to enable the person or practitioner to listen to or view the recording.	19 20 21
(3) If reasonable access to the record of original evidence cannot be given to an accused person's Australian legal practitioner because of subsections (1) and (2), the prosecuting authority must, as soon as practicable, give the legal practitioner reasonable access to the recording in the way the prosecuting authority considers appropriate.	22 23 24 25 26
(4) For subsection (3), in deciding on the appropriate way in which access to the recording should be given the prosecuting authority must ensure that—	27 28
(a) there is no unauthorised reproduction or circulation of the recording, and	29 30
(b) the integrity of the recording is protected.	31
(5) A person given access to a record of evidence under this Division must not, without the consent of the prosecuting authority—	32 33
(a) copy the recording, or	34
(b) give it to another person, or	35
(c) remove it from the custody of the prosecuting authority.	36
(6) The regulations may provide for—	37
(a) the procedures to be followed in connection with the giving of access to a record of evidence under this section, and	38 39
(b) the way in which access is to be given to a record of evidence under this section, including the giving of access by other means.	40 41
364 Further evidence	42
(1) If a record of the original evidence of a witness is admitted in proceedings under this Division, the witness cannot give further evidence without the leave of the court.	43 44 45

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(2)	An application for leave under subsection (1) may be made by any party to the proceedings.	1 2
(3)	The court must not give leave under subsection (1) unless it is satisfied—	3
(a)	the witness or other party is seeking leave because of becoming aware of a matter which the party could not reasonably have been aware of at the time of the recording, or	4 5 6
(b)	it is otherwise in the interests of justice to give leave.	7
(4)	The court is to ensure that the witness is questioned by a party to the proceedings only in relation to matters relevant to the matters mentioned in subsection (3).	8 9 10
Division 4 Judge alone trials		11
365	Judge alone trials	12
(1)	A court may, on its own motion, order that an accused person be tried by a Judge alone.	13 14
(2)	A court may make an order under subsection (1) only if—	15
(a)	the accused person consents to be tried by a Judge alone or, for a joint trial, all the accused persons consent to be tried by a Judge alone, and	16 17
(b)	if the prosecutor does not agree to the accused person being tried by a Judge alone, the court considers it is in the interests of justice for the accused person to be tried by a Judge alone, and	18 19 20
(c)	the court is satisfied the accused person has sought and received advice from an Australian legal practitioner in relation to the effect of an order that the person be tried by a Judge alone.	21 22 23
(3)	This section applies despite any other provision of this Act, including sections 132 and 132A.	24 25
Division 5 Regulation-making power for exceptional circumstances		26 27
366	Regulation-making power	28
(1)	The regulations under any relevant Act may provide for the following matters for the purposes of responding to the public health emergency caused by the COVID-19 pandemic—	29 30 31
(a)	altered arrangements for criminal proceedings, including pre-trial proceedings, provided for by an Act or another law,	32 33
(b)	altered arrangements for apprehended violence order proceedings, including provisional and interim orders, provided for by an Act or another law,	34 35 36
(c)	matters relating to bail and sentencing,	37
(d)	matters relating to the administration of sentences provided for by an Act or other law.	38 39
(2)	The Minister may recommend to the Governor that regulations be made under this section only if—	40 41
(a)	Parliament is not currently sitting and is not likely to sit within 2 weeks after the day the regulations are made, and	42 43
(b)	in the Minister's opinion—	44

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(i) the arrangements made by the provisions of the regulations are in accordance with advice issued by the Minister for Health and Medical Research or the Chief Health Officer, and	1 2 3
(ii) the regulations are reasonable to protect the health, safety and welfare of persons in relation to the administration of justice, and	4 5
(c) for a matter mentioned in subsection (1)(a), (b) or (c), the following persons have consented to the recommendation being made—	6 7
(i) the Chief Justice,	8
(ii) if the regulations are relevant to a particular jurisdiction—the head of the particular jurisdiction.	9 10
(3) Regulations made under this section—	11
(a) are not limited by the regulation-making power in a relevant Act, and	12
(b) may override the provisions of any Act or other law.	13
(4) Regulations made under this section expire on—	14
(a) the day that is 6 months after the day on which the regulation commences, or	15 16
(b) the earlier day decided by Parliament by resolution of either House of Parliament.	17 18
(5) In this section—	19
<i>relevant Act</i> means any of the following—	20
(a) this Act,	21
(b) the <i>Crimes (Administration of Sentences) Act 1999</i> ,	22
(c) the <i>Crimes (Domestic and Personal Violence) Act 2007</i> ,	23
(d) the <i>Bail Act 2013</i> ,	24
(e) the <i>Crimes (Sentencing Procedure) Act 1999</i> ,	25
(f) the <i>Children (Detention Centres) Act 1987</i> ,	26
(g) the <i>Young Offenders Act 1997</i> ,	27
(h) the <i>Evidence (Audio and Audio Visual Links) Act 1998</i> ,	28
(i) another Act administered by the Attorney General.	29
Division 6 Repeal	30
367 Repeal of Part	31
This Part is repealed—	32
(a) on the day that is 6 months after its commencement, or	33
(b) on a later day, not more than 12 months after its commencement, prescribed by the regulations.	34 35
[2] Schedule 2 Savings, transitional and other provisions	36
Insert after Part 37—	37

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Schedule 1 Amendment of Criminal Procedure Act 1986 No 209

Part 38 Provisions consequent on enactment of COVID-19 Legislation Amendment (Emergency Measures) Act 2020	1
	2
	3
111 Use of pre-recorded evidence in particular circumstances	4
(1) If, before the commencement of this clause, relevant evidence was given and recorded at a hearing in the absence of the jury (if any), the evidence is taken to have been given at a pre-recorded evidence hearing under Division 2 of Part 5 of Chapter 7.	5
	6
	7
	8
(2) Evidence given at a pre-recorded evidence hearing under Division 2 of Part 5 of Chapter 7 may be heard or viewed, in accordance with that Division, at a hearing that takes place after the Division is repealed as if it were still in force.	9
	10
	11
(3) In this clause—	12
<i>relevant evidence</i> means evidence of a relevant witness in a trial proceeding that, if given after the commencement of this clause, would be evidence given at a pre-recorded evidence hearing under Division 2 of Part 5 of Chapter 7.	13
	14
	15
112 Use of original evidence in particular circumstances	16
(1) The original evidence of a witness recorded in a proceeding before the commencement of this clause is, for the purposes of Division 3 of Part 5 of Chapter 7, to be treated in the same way as the original evidence of a witness recorded after the commencement.	17
	18
	19
	20
(2) The original evidence of a witness may be heard or viewed, in accordance with Division 3 of Part 5 of Chapter 7, at a hearing that takes place after the Division is repealed as if it were still in force.	21
	22
	23

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Schedule 2 Amendment of other Acts

Schedule 2	Amendment of other Acts	1
2.1	Child Protection (Working with Children) Act 2012 No 51	2
	Section 54	3
	Insert after section 53—	4
	54 Duration of clearances—response to COVID-19 pandemic	5
	(1) Despite section 22(1), the period for which a working with children check clearance is in force may be extended at the discretion of the Children’s Guardian.	6 7 8
	(2) This section is repealed—	9
	(a) on the day that is 6 months after its commencement, or	10
	(b) on a day, not more than 12 months after its commencement, prescribed by the regulations.	11 12
	(3) An extension granted under this section is not affected by the repeal of the section.	13 14
2.2	Children (Detention Centres) Act 1987 No 57	15
	Section 110	16
	Insert after section 109—	17
	110 Visits to detention centres during COVID-19 pandemic	18
	(1) During the prescribed period, the Secretary may prohibit or otherwise restrict any person, or any class of persons, from entering or visiting, or visiting a particular person within, a detention centre.	19 20 21
	(2) The Secretary may take action under this section—	22
	(a) only if satisfied it is reasonably necessary to protect the health of a detainee, any other person or the public from the public health risk posed by the COVID-19 pandemic, and	23 24 25
	(b) despite any other provision of this Act or the regulations or any other Act or law.	26 27
	(3) This section does not extend to a visit to a detention centre by the Ombudsman or the Inspector of Custodial Services.	28 29
	(4) To avoid doubt, this section does not affect any communication between detainees and other persons by post, telephone, email, audio visual link or other means as provided for under this Act.	30 31 32
	(5) In this section—	33
	<i>prescribed period</i> means the period—	34
	(a) starting on the commencement of this section, and	35
	(b) ending on—	36
	(i) the day that is 6 months after the commencement, or	37
	(ii) the later day, not more than 12 months after the commencement, prescribed by the regulations.	38 39

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2.3 Civil and Administrative Tribunal Act 2013 No 2	1
Schedule 1 Savings, transitional and other provisions	2
Insert after Part 4—	3
Part 5 Provisions for COVID-19 pandemic	4
Division 1 Interpretation	5
22 Definitions	6
In this Part—	7
<i>appeal</i> against a decision of the Tribunal includes an application made to a court for a judicial review or any other review of the decision.	8
<i>guardianship function</i> means a substantive Division function within the meaning of Schedule 6.	9
<i>modification</i> includes addition, exception, omission or substitution.	10
<i>prescribed period</i> means the period—	11
(a) starting on the commencement of this Part, and	12
(b) ending on—	13
(i) the day that is 6 months after the commencement, or	14
(ii) the later day, not more than 12 months after the commencement, prescribed by the regulations.	15
<i>public health function</i> means a substantive Division function within the meaning of Schedule 3 exercised for the purposes of the <i>Public Health Act 2010</i> .	16
Division 2 Exercise of guardianship functions	17
23 Constitution of Tribunal for certain guardianship functions	18
(1) This clause applies to the exercise of a guardianship function if Schedule 6 would otherwise require the function to be exercised by the Tribunal constituted by 3 members.	19
(2) During the prescribed period, the Tribunal may, when exercising a guardianship function to which this clause applies, be constituted by 2 members assigned to the Guardianship Division of the Tribunal instead of 3 members.	20
(3) Each of the 2 members must—	21
(a) be an Australian lawyer or have a qualification referred to in clause 4(1)(b) or (c) of Schedule 6, and	22
(b) not have the same qualification (including that of an Australian lawyer) as the other member.	23
(4) The following provisions apply to a decision made by the Tribunal constituted in accordance with this clause if it is a decision the Tribunal is subsequently required to review under the <i>Guardianship Act 1987</i> —	24
(a) the decision must be reviewed in accordance with the requirements of that Act,	25

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Schedule 2 Amendment of other Acts

(b)	if clause 4(2) of Schedule 6 would otherwise apply to the constitution of the Tribunal—the Tribunal is to be constituted as provided by clause 4(1) of that Schedule rather than clause 4(2).	1 2 3
(5)	If the Tribunal constituted in accordance with this clause makes a financial management order under Division 1 of Part 3A of the <i>Guardianship Act 1987</i> , the order is to be reviewed by the Tribunal constituted as provided by clause 4(1) of Schedule 6 within 12 months of the making of the order.	4 5 6 7
(6)	Division 2 of Part 3A of the <i>Guardianship Act 1987</i> applies to a review of a financial management order for the purposes of subclause (5) as if the Tribunal had made an order for the financial management order to be reviewed within 12 months.	8 9 10 11
(7)	Subclauses (4)–(6) apply regardless of whether or not the prescribed period has ended.	12 13
(8)	This clause does not prevent the Tribunal being constituted by 3 members in accordance with Schedule 6.	14 15
24	Giving of reasons	16
(1)	The following provisions do not apply during the prescribed period in respect of a decision of the Tribunal made in exercise of a guardianship function (a <i>guardianship decision</i>)—	17 18 19
(a)	section 62,	20
(b)	clause 11 of Schedule 6.	21
(2)	During the prescribed period, the following provisions apply to the Tribunal in respect of any guardianship decision it makes—	22 23
(a)	the Tribunal must—	24
(i)	provide an oral statement of reasons at the time the decision is made or within 30 days after the decision is made, and	25 26
(ii)	record the oral statement of reasons,	27
(b)	the Tribunal may provide a written statement of reasons instead of an oral statement of reasons if it does so within 30 days after the decision is made,	28 29 30
(c)	paragraphs (a) and (b) do not prevent the Tribunal from providing a later written statement of reasons for a decision in respect of which it has already provided an oral statement of reasons even if it is after 30 days of the decision,	31 32 33 34
(d)	the statement of reasons is to be provided to each party as follows—	35
(i)	if the statement is given orally—by providing a copy of the recording of the statement,	36 37
(ii)	if the statement is in writing—by providing a copy of the written statement.	38 39
Division 3	Exercise of public health functions	40
25	Constitution of Tribunal for certain public health functions	41
(1)	This clause applies to the exercise of a public health function if Schedule 3 would otherwise require the function to be exercised by the Tribunal constituted by 3 members.	42 43 44
(2)	During the prescribed period, the Tribunal may, when exercising a public health function to which this clause applies, be constituted by 2 members	45 46

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assigned to the Administrative and Equal Opportunity Division of the Tribunal instead of 3 members.	1 2
(3) For this purpose, the Tribunal is to be constituted by—	3
(a) a member assigned to the Division who is a registered medical practitioner with experience in public health matters, and	4 5
(b) a member assigned to the Division who is an Australian lawyer.	6
(4) This clause does not prevent the Tribunal being constituted by 3 members in accordance with Schedule 3.	7 8
Division 4 Modification of certain other requirements	9
26 Regulations may modify certain provisions	10
The regulations may make provision for or with respect to the modification of any of the following during the prescribed period—	11 12
(a) the periods of time within which anything may or must be done in connection with the Tribunal for the purposes of this Act, enabling legislation or any other legislation, including (without limitation) in respect of—	13 14 15 16
(i) applications for decisions by the Tribunal, or	17
(ii) appeals against, or reviews of, decisions of the Tribunal (whether made to the Tribunal or a court),	18 19
(b) the practice and procedure of the Tribunal for the purposes of this Act, enabling legislation or any other legislation.	20 21
27 Time to provide written statement of reasons extended	22
If, during the prescribed period, the Tribunal is requested to provide a written statement of reasons under section 62, the Tribunal is to provide the statement within 90 days (or any other period of time prescribed by the regulations) after the request is made instead of within 28 days.	23 24 25 26
28 Extension of time periods by Tribunal and courts	27
(1) During the prescribed period, the Tribunal may, of its own motion or on application, extend the period of time for the doing of anything in connection with the Tribunal (including for an application for a decision by the Tribunal or an internal appeal) for which legislation specifies a period of time within which it is to be done.	28 29 30 31 32
(2) During the prescribed period, a court to which an appeal against a decision of the Tribunal can be made may, of its own motion or on application, extend the period of time for making the appeal (or making an application for leave to appeal) for which legislation specifies a period of time within which it is to be done.	33 34 35 36 37
(3) The Tribunal or a court may extend a period of time under this clause only if it considers that it is necessary or just to do so because of the COVID-19 pandemic.	38 39 40
(4) A period of time may be extended under this clause even though the relevant period of time has expired.	41 42
(5) This clause does not limit any power that the Tribunal or a court has apart from this clause to extend a period of time.	43 44

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29 Application to periods of time under Division	1
To avoid doubt, a reference in this Division to a period of time specified by legislation within which something is to be done includes a period of time specified by or under this Part.	2 3 4
Division 5 General	5
30 When Minister may recommend making of regulation	6
The Minister is not to recommend the making of a regulation for the purposes of a provision of this Part unless the Minister certifies that the Minister—	7 8
(a) is satisfied that the provisions of the regulation are necessary for the purpose of countering the impact of the COVID-19 pandemic and ensuring decisions by the Tribunal can continue to be made in a timely way, and	9 10 11 12
(b) has consulted the President about whether the provisions are necessary for the purpose referred to in paragraph (a).	13 14
31 Continued legal effect after prescribed period of things done during period	15
Anything done, or omitted to be done, during the prescribed period pursuant to a provision of this Part (or of a regulation made for the purposes of this Part) remains as legally effective after the prescribed period as it was during that period.	16 17 18 19
32 Relationship of Part with this Act and other legislation	20
(1) This Part applies despite anything to the contrary in this Act, the regulations, the Tribunal rules, enabling legislation or any other legislation.	21 22
(2) To avoid doubt, subclause (1) applies despite anything in a Division Schedule for a Division of the Tribunal.	23 24
2.4 Constitution Act 1902 No 32	25
Schedule 8	26
Insert after the Seventh Schedule—	27
Schedule 8 Special provisions for COVID-19 pandemic	28
1 Definitions	29
In this Schedule—	30
<i>prescribed period</i> means the period—	31
(a) starting on the commencement of this Schedule, and	32
(b) ending on—	33
(i) the day that is 6 months after the commencement, or	34
(ii) the later day, not more than 12 months after the commencement, prescribed by the regulations.	35 36
2 Assent to Bills	37
For the purposes of section 8A, the regulations may prescribe the ways and forms in which—	38 39
(a) a Bill may be presented to the Governor for Her Majesty's assent, and	40

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(b) a Bill may be assented to by the Governor in the name and on behalf of Her Majesty.	1 2
3 Meetings of Executive Council	3
For the purposes of section 35D, the regulations may prescribe the ways and forms in which meetings of the Executive Council are to be held during the prescribed period, including the ways and forms in which the Governor may preside at meetings.	4 5 6 7
4 Regulations	8
The Governor may make regulations, not inconsistent with this Schedule, for or with respect to any matter that by this Schedule is required or permitted to be prescribed or that is necessary or convenient to be prescribed for carrying out or giving effect to this Schedule.	9 10 11 12
5 Repeal of Schedule	13
This Schedule and any regulations made under this Schedule are repealed 12 months after the commencement of this Schedule.	14 15
2.5 Crimes (Administration of Sentences) Act 1999 No 93	16
Part 15	17
Insert after section 273—	18
Part 15 Special provisions for COVID-19 pandemic	19
274 Definitions	20
In this Part—	21
<i>correctional premises</i> means any of the following—	22
(a) a correctional complex,	23
(b) a correctional centre,	24
(c) a residential facility,	25
(d) a transitional centre.	26
<i>prescribed period</i> means the period—	27
(a) starting on the commencement of this Part, and	28
(b) ending on—	29
(i) the day that is 6 months after the commencement, or	30
(ii) the later day, not more than 12 months after the commencement, prescribed by the regulations.	31 32
275 Visits to correctional premises during COVID-19 pandemic	33
(1) During the prescribed period, the Commissioner may prohibit or otherwise restrict any person, or any class of persons, from entering or visiting, or visiting a particular person within, correctional premises.	34 35 36
(2) The Commissioner may take action under this section—	37
(a) only if satisfied that it is reasonably necessary to protect the health of an inmate, any other person or the public from the public health risk posed by the COVID-19 pandemic, and	38 39 40

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(b) despite any other provision of this Act or the regulations or any other Act or law.	1 2
(3) This section does not extend to a visit to correctional premises by the Ombudsman or the Inspector of Custodial Services.	3 4
(4) To avoid doubt, this section does not affect any communication between inmates and other persons by post, telephone, email, audio visual link or other means as provided for under this Act.	5 6 7
276 Commissioner may grant parole during COVID-19 pandemic	8
(1) Despite any other provision of this Act or the regulations, the Commissioner may, during the prescribed period, make an order (a <i>Commissioner's order</i>) releasing an inmate on parole if—	9 10 11
(a) the inmate belongs to a class of inmates prescribed by the regulations, and	12 13
(b) the Commissioner is satisfied that releasing the inmate on parole is reasonably necessary because of the risk to public health or to the good order and security of correctional premises arising from the COVID-19 pandemic.	14 15 16 17
(2) A class of inmates may be prescribed according to any of the following—	18
(a) the offence committed by an inmate,	19
(b) the period remaining before the expiry of an inmate's sentence or non-parole period,	20 21
(c) an inmate's age,	22
(d) an inmate's health or vulnerability,	23
(e) any other matter.	24
(3) However, the Commissioner may not make a Commissioner's order in respect of any of the following inmates—	25 26
(a) an inmate serving a sentence of imprisonment for any of the following offences—	27 28
(i) murder,	29
(ii) a serious sex offence (within the meaning of the <i>Crimes (High Risk Offenders) Act 2006</i>),	30 31
(iii) a terrorism offence (within the meaning of Division 3A of Part 6 of this Act),	32 33
(b) an inmate serving a sentence of imprisonment for life,	34
(c) an inmate kept in custody in relation to an offence against a law of the Commonwealth,	35 36
(d) a Commonwealth post sentence terrorism inmate,	37
(e) a NSW post sentence inmate.	38
(4) Before making a Commissioner's order in respect of an inmate, the Commissioner must consider the following—	39 40
(a) the risks to community safety of releasing the inmate,	41
(b) the impact of the release of the inmate on any victim whose name is recorded in the Victims Register in relation to the inmate,	42 43
(c) in the case of an inmate who has previously been convicted of a domestic violence offence (within the meaning of the <i>Crimes (Domestic and Personal Violence) Act 2007</i>)—the protection of the victim of the	44 45 46

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domestic violence offence and any person with whom the inmate is likely to reside if released,	1 2
(d) the availability of suitable accommodation for the inmate if released,	3
(e) any other matter the Commissioner considers relevant.	4
(5) A Commissioner's order is subject to the standard conditions imposed by this Act or the regulations.	5 6
(6) During the prescribed period, the Commissioner may—	7
(a) impose, vary or revoke an additional condition on a Commissioner's order in the same way as the Parole Authority may under section 128 in respect of a parole order made under Part 6, and	8 9 10
(b) revoke the parole of an inmate under this section for any reason.	11
(7) Subject to any necessary modifications and any modifications provided for by this section or the regulations—	12 13
(a) this Act applies, during the prescribed period, to and in respect of an inmate released on parole under a Commissioner's order in the same way as it applies to an offender released on parole under Part 6, and	14 15 16
(b) the Parole Authority, during the prescribed period, is to deal with an inmate released on parole under a Commissioner's order in the same way as it deals with an offender released on parole under Part 6.	17 18 19
(8) Divisions 4 and 5 of Part 7 do not apply in relation to a revocation of an inmate's parole by the Commissioner under this section.	20 21
(9) To avoid doubt, the Parole Authority may issue a warrant under section 181 in respect of an inmate whose parole is revoked by the Commissioner under this section or by the Parole Authority under this Act.	22 23 24
(10) The regulations may make further provision for and with respect to—	25
(a) the functions of the Commissioner under this section and the application of this Act in respect of an inmate released on parole under a Commissioner's order during the prescribed period, and	26 27 28
(b) the application of this section and this Act to an inmate released on parole under a Commissioner's order who remains on parole at the end of the prescribed period.	29 30 31
(11) Nothing in this section requires the Commissioner to consider making a Commissioner's order in respect of an inmate who belongs to a class of inmates prescribed by the regulations.	32 33 34
2.6 Crimes (Domestic and Personal Violence) Act 2007 No 80	35
Section 29 Provisional order taken to be application for court order	36
Insert after section 29(3)—	37
(4) During the prescribed period, the reference to 28 days in subsection (3)(b) is taken to be a reference to 6 months.	38 39
(5) In this section—	40
<i>prescribed period</i> means the period—	41
(a) starting on the commencement of subsection (4), and	42
(b) ending on—	43
(i) the day that is 6 months after the commencement, or	44

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(ii) the later day, not more than 12 months after the commencement, prescribed by the regulations.	1 2
2.7 Electronic Transactions Act 2000 No 8	3
Part 4	4
Insert after section 16—	5
Part 4 Special provisions for COVID-19 pandemic	6
17 Regulation-making power	7
(1) The regulations under any relevant Act may provide for the following matters for the purposes of responding to the public health emergency caused by the COVID-19 pandemic—	8 9 10
(a) altered arrangements for the signature of documents provided for by an Act or another law,	11 12
(b) altered arrangements for witnessing signatures, including requirements for certification of certain matters by witnesses and verification of identity, provided for by an Act or another law,	13 14 15
(c) altered arrangements for the attestation of documents.	16
(2) The Minister may recommend to the Governor that regulations be made under this section only if—	17 18
(a) Parliament is not currently sitting and is not likely to sit within 2 weeks after the day the regulations are made, and	19 20
(b) in the Minister's opinion—	21
(i) the arrangements made by the provisions of the regulations are in accordance with advice issued by the Minister for Health and Medical Research or the Chief Health Officer, and	22 23 24
(ii) the regulations are reasonable to protect the health, safety and welfare of persons, and	25 26
(c) for regulations being made under a relevant Act administered by another Minister, with the concurrence of the other Minister.	27 28
(3) Regulations made under this section—	29
(a) are not limited by the regulation-making power in a relevant Act, and	30
(b) may override the provisions of any Act or other law.	31
(4) Regulations made under this section expire on—	32
(a) the day that is 6 months after the day on which the regulation commences, or	33 34
(b) the earlier day decided by Parliament by resolution of either House of Parliament.	35 36
(5) In this section—	37
<i>relevant Act</i> means any of the following—	38
(a) this Act,	39
(b) the <i>Oaths Act 1900</i> ,	40
(c) the <i>Guardianship Act 1987</i> ,	41
(d) the <i>Succession Act 2006</i> ,	42

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(e) the <i>Powers of Attorney Act 2003</i> ,	1
(f) the <i>Conveyancing Act 1919</i> ,	2
(g) another Act administered by the Attorney General.	3
18 Repeal of Part	4
This Part is repealed—	5
(a) on the day that is 6 months after its commencement, or	6
(b) on a later day, not more than 12 months after its commencement, prescribed by the regulations.	7 8
2.8 Environmental Planning and Assessment Act 1979 No 203	9
Sections 10.17 and 10.18	10
Insert after section 10.16—	11
10.17 COVID-19 pandemic—Ministerial orders	12
(1) During the prescribed period, the Minister may, by order published in the Gazette, authorise development to be carried out on land without the need for any approval under the Act or consent from any person.	13 14 15
(2) An order has effect despite any environmental planning instrument or development consent.	16 17
(3) The making of an order under this section for development is taken to be a grant of development consent for the development and any conditions of the order are taken to be conditions of the development consent.	18 19 20
(4) A single order may relate to a class of development and in that case the order is taken to be a separate development consent for each development carried out under the order.	21 22 23
(5) The Minister may make an order under this section only if the Minister—	24
(a) has consulted the Minister for Health and Medical Research, and	25
(b) is reasonably satisfied that the making of the order is necessary to protect the health, safety and welfare of members of the public during the COVID-19 pandemic.	26 27 28
(6) For the purpose of enabling development to be carried out in accordance with an order, the order may provide that, to the extent necessary to serve that purpose, a regulatory instrument specified in the order does not apply to the development or applies subject to the modifications specified in that order.	29 30 31 32
(7) In this section—	33
<i>prescribed period</i> means the period—	34
(a) starting on the commencement of this section, and	35
(b) ending on—	36
(i) the day that is 6 months after the commencement, or	37
(ii) the later day, not more than 12 months after the commencement, prescribed by the regulations.	38 39
<i>regulatory instrument</i> has the same meaning as in section 3.16.	40

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10.18 COVID-19 pandemic—public inspection of documents	1
During the prescribed period within the meaning of section 10.17, a requirement in this Act or the regulations that any document be made available for inspection (however described) at a physical location is satisfied if the document is instead made available on the NSW planning portal or any other website approved by the Planning Secretary.	2 3 4 5 6
2.9 Evidence (Audio and Audio Visual Links) Act 1998 No 105	7
Section 22C	8
Insert after section 22B—	9
22C COVID-19 pandemic—special provisions	10
(1) This section has effect for the prescribed period and prevails to the extent of any inconsistency with any other provision of this Act or any rules of court.	11 12
(2) The appearance of an accused person in any proceedings relating to bail is to take place by way of audio visual link unless the court otherwise directs.	13 14
(3) The appearance of an accused person in any physical appearance proceedings (other than proceedings relating to bail or proceedings prescribed by the regulations) may take place by way of audio visual link if the court directs.	15 16 17
(4) The appearance in any proceedings (other than proceedings prescribed by the regulations) of a witness (including a government agency witness) or legal practitioner representing a party may take place by way of audio visual link if the court directs.	18 19 20 21
(5) A direction under subsection (3) or (4) may be made on the court's own motion or following the application of a party but only after the parties have had an opportunity to be heard on the matter.	22 23 24
(6) A direction under this section can be given only if it is in the interests of justice and it is not inconsistent with advice given by the Chief Health Officer of the Ministry of Health relating to the COVID-19 pandemic.	25 26 27
(7) If an audio visual link is used the court must be satisfied that a party is able to have private communication with the legal representative of the party and has had a reasonable opportunity to do so.	28 29 30
(8) Nothing in this section requires or permits the use of an audio visual link if the necessary audio visual facilities are unavailable or cannot reasonably be made available.	31 32 33
(9) In this section—	34
<i>prescribed period</i> means the period—	35
(a) starting on the commencement of this section, and	36
(b) ending on—	37
(i) the day that is 6 months after the commencement, or	38
(ii) the later day, not more than 12 months after the commencement, prescribed by the regulations.	39 40

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2.10 Health Practitioner Regulation (Adoption of National Law) Act 2009 No 86	1 2
Schedule 1 Modification of Health Practitioner Regulation National Law	3
Insert after clause 7 in Schedule 5F in Schedule 1[25]—	4
7A Exemption for State Vaccine Centres [NSW]	5
(1) The Secretary of the Ministry of Health may, by notice published in the Gazette, exempt a State Vaccine Centre from some or all of the provisions of this Schedule for the period specified in the notice.	6 7 8
(2) An exemption granted under this clause is subject to any conditions specified in the notice published in the Gazette.	9 10
(3) The Secretary must not grant an exemption under this clause unless the Secretary is satisfied that it is in the public interest to do so.	11 12
(4) In this clause— <i>State Vaccine Centre</i> means premises designated by the Secretary of the Ministry of Health for the storage and distribution of vaccines or medicines, or both.	13 14 15 16
2.11 Jury Act 1977 No 18	17
Section 25 Selection of jurors by sheriff	18
Insert after section 25(3)—	19
(4) The sheriff may, on the sheriff's own motion, exempt a person from selection to be summoned for trials or coronial inquests if, in the sheriff's opinion, there is good cause for the exemption.	20 21 22
(5) Without limiting subsection (4), the sheriff may decide there is good cause if there are safety or welfare considerations relating to the person or the community at large.	23 24 25
(6) This subsection and subsections (4) and (5) are repealed—	26
(a) on the day that is 6 months after this subsection commences, or	27
(b) on the later day, not more than 12 months after this section commences, prescribed by the regulations.	28 29
2.12 Local Government Act 1993 No 30	30
[1] Section 318B Postponement of elections	31
Insert before section 318B(1)(a)—	32
(a1) the Minister believes that it is reasonable in the circumstances to order the postponement, or	33 34
[2] Section 318B(8)	35
Insert after section 318B(7)—	36
(8) Subsection (1)(a1) and this subsection are repealed on the date that is 12 months after the commencement of subsection (1)(a1). For the avoidance of doubt, the repeal of subsection (1)(a1) does not affect the validity of any order made under that paragraph.	37 38 39 40

COVID-19 Legislation Amendment (Emergency Measures) Bill 2020 [NSW]
Schedule 2 Amendment of other Acts

[3] Chapter 18, Part 1A	1
Insert after Part 1—	2
747A COVID-19 pandemic—special provisions	3
(1) For the prescribed period—	4
(a) a requirement in the Act or the regulations that members of a council or other persons attend a meeting is satisfied if the meeting is held—	5
(i) remotely using audio visual links, or	6
(ii) in any other manner approved by the Minister but only if audio visual links are not reasonably available, and	7
(b) a requirement in the Act or the regulations that a meeting be open to members of the public is satisfied if—	8
(i) a webcast of the meeting is made public, or	9
(ii) members of the public are informed of what occurred at the meeting in any other manner approved by the Minister but only if a webcast is not practicable in the circumstances.	10
(2) The regulations may prescribe that subsection (1) does not apply to—	11
(a) a particular council, or	12
(b) a particular class of meeting.	13
(3) In this section—	14
<i>prescribed period</i> means the period—	15
(a) starting on the commencement of this section, and	16
(b) ending on—	17
(i) the day that is 6 months after the commencement, or	18
(ii) the later day, not more than 12 months after the commencement, prescribed by the regulations.	19
747B COVID-19 pandemic—regulation-making power	20
(1) The regulations under this Act may modify the application of this Act for the purposes of responding to the public health emergency caused by the COVID-19 pandemic.	21
(2) The Minister may recommend to the Governor that regulations be made under this section only if—	22
(a) Parliament is not currently sitting and is not likely to sit within 2 weeks after the day the regulations are made, and	23
(b) in the Minister’s opinion—	24
(i) the arrangements made by the provisions of the regulations are in accordance with advice issued by the Minister for Health and Medical Research or the Chief Health Officer, and	25
(ii) the regulations are reasonable to protect the health, safety and welfare of persons.	26
(3) Regulations made under this section—	27
(a) are not limited by the regulation-making power in this Act, and	28
(b) may override the provisions of this Act.	29
(4) Regulations made under this section expire on—	30

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(a) the day that is 6 months after the day on which the regulation commences, or	1 2
(b) the earlier day decided by Parliament by resolution of either House of Parliament.	3 4
(5) This section is repealed—	5
(a) on the day that is 6 months after its commencement, or	6
(b) on a later day, not more than 12 months after its commencement, prescribed by the regulations.	7 8
2.13 Mental Health Act 2007 No 8	9
Section 202	10
Insert after section 201—	11
202 COVID-19 pandemic—special provisions	12
(1) This section has effect for the prescribed period and prevails to the extent of any inconsistency with any other provision of this Act.	13 14
(2) An assessable person, or any other person, may for the purposes of a mental health inquiry and with the approval of the Tribunal be brought or appear before the Tribunal by way of telephone.	15 16 17
(3) The Tribunal may adjourn a mental health inquiry for up to 28 days.	18
(4) The Tribunal may by order extend the period of a community treatment order that is in force by a period of up to 3 months even if that results in the order being in force for more than 12 months.	19 20 21
(5) The Tribunal may exercise a function under this section only if the Tribunal considers that it is necessary to do so because of the COVID-19 pandemic.	22 23
(6) In this section—	24
<i>prescribed period</i> means the period—	25
(a) starting on the commencement of this section, and	26
(b) ending on—	27
(i) the day that is 6 months after the commencement, or	28
(ii) the later day, not more than 12 months after the commencement, prescribed by the regulations.	29 30
2.14 Motor Accident Injuries Act 2017 No 10	31
Section 3.15 Requirements for evidence as to fitness for work	32
Omit section 3.15(3)(a). Insert instead—	33
(a) for a first certificate given by the injured person to the insurer—be a certificate given by a treating medical practitioner in accordance with the Motor Accident Guidelines, and	34 35 36
(a1) for a second or subsequent certificate given by the injured person to the insurer—be a certificate that complies with the requirements specified in the Motor Accident Guidelines, including the form of the certificate, and	37 38 39 40

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2.15 Private Health Facilities Act 2007 No 9	1
Section 70	2
Insert after section 69—	3
70 Exemptions during COVID-19 pandemic	4
(1) The Secretary may, by order published in the Gazette, exempt a licensee or a class of licensees from the following—	5
(a) a condition imposed under section 12(2),	7
(b) a requirement under section 39.	8
(2) The Secretary must not make an order under this section unless the Secretary is satisfied that—	9
(a) it is reasonably necessary to do so because of the COVID-19 pandemic, and	11
(b) patient care and safety at the private health facility or facilities are to be properly maintained.	13
(3) This section is repealed on the day that is 12 months after its commencement.	15
2.16 Public Health Act 2010 No 127	16
[1] Section 63 Duration of public health order	17
Insert after section 63(2)—	18
(2A) Subsection (2) does not apply to a public health order based on the COVID-19 pandemic (including a public health order made in relation to a person referred to in section 62(1)(b) in relation to the COVID-19 pandemic).	19
(2B) For the avoidance of doubt, a public health order made in relation to a person referred to in section 62(1)(b) in relation to the COVID-19 pandemic expires at the end of the period specified in the order.	22
(2C) Subsections (2A) and (2B) and this subsection are repealed on the day that is 12 months after the commencement of subsection (2A).	25
[2] Section 64 NCAT may confirm certain public health orders	27
Insert after section 64(6)—	28
(7) This section does not apply to a public health order made in relation to a person referred to in section 62(1)(b) in relation to the COVID-19 pandemic.	29
(8) Subsection (7) and this subsection are repealed on the day that is 12 months after the commencement of subsection (7).	31
[3] Section 71A	33
Insert after section 71—	34
71A Arrest of persons who contravene public health order relating to COVID-19 pandemic	35
(1) A police officer may arrest a person if the police officer suspects on reasonable grounds that the person is contravening a public health order relating to the COVID-19 pandemic.	37
(2) On being arrested, the person may be returned to—	38
(a) the person's home or usual place of residence, or	39
	40
	41

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(b) if the person is a public health detainee, the person's place of detention.	1
(3) Nothing in this section affects the operation of section 71, 72 or 73.	2
(4) This section is repealed on the day that is 12 months after its commencement.	3
[4] Section 112 Power of authorised officers to direct name and address to be provided	4
Insert at the end of the section—	5
(2) In this section, <i>authorised officer</i> includes a police officer.	6
(3) Subsection (2) and this subsection are repealed on the day that is 12 months after the commencement of subsection (2).	7 8
[5] Section 118 Penalty notices	9
Insert after section 118(5)—	10
(6) In this section, <i>authorised officer</i> includes a police officer.	11
(7) The Minister may, by order published on the NSW legislation website, impose conditions on the exercise of any function under this section.	12 13
(8) Subsections (6) and (7) and this subsection are repealed on the day that is 12 months after the commencement of subsection (6).	14 15
2.17 Retail Trading Act 2008 No 49	16
Section 8B	17
Insert after section 8A—	18
8B COVID-19 pandemic—supermarkets exempt from trading restrictions on certain public holidays in 2020	19 20
(1) A supermarket (whether part of a chain or independent) is exempted from a requirement under this Act to be kept closed at the following times—	21 22
(a) at all times on Good Friday 2020,	23
(b) at all times on Easter Sunday 2020,	24
(c) at all times before 1pm on Anzac Day 2020.	25
(2) An exemption under subsection (1) is subject to the condition that, at the times concerned, the exempted supermarket is staffed only by persons who have freely elected to work on that day.	26 27 28
(3) This section has effect despite any other Act or law.	29
(4) Any prohibition, condition, limitation or restriction under the <i>Environmental Planning and Assessment Act 1979</i> (including under any environmental planning instrument or development consent under that Act) has no effect if it would prevent a supermarket—	30 31 32 33
(a) opening at the times specified under subsection (1), or	34
(b) receiving freight and restocking shelves at or before those times to enable the supermarket to open and be open at those times.	35 36
(5) In this section, <i>supermarket</i> means any retail store or market selling food and other domestic goods, whether or not by self-service operation and regardless of size, but does not include a retail store or market commonly known as a department store.	37 38 39 40

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2.18 Subordinate Legislation Act 1989 No 146	1
Schedule 5 Further postponement of repeal of certain statutory rules	2
Insert after clause 11—	3
12 Postponement of repeal of Environmental Planning and Assessment Regulation 2000	4
(1) The <i>Environmental Planning and Assessment Regulation 2000</i> remains in force until 1 March 2021, unless sooner repealed.	6
(2) A regulation under the <i>Environmental Planning and Assessment Act 1979</i> that primarily comprises or relates to matters under Part 6 or section 10.13(1)(d) of that Act may be made without the requirements of sections 5 and 6 of this Act having been complied with.	8
(3) Subclause (2) is repealed on 1 March 2021.	12
13 Postponement of repeal of other statutory rules due for repeal in 2020	13
The following statutory rules remain in force until 1 September 2021, unless sooner repealed—	14
(a) <i>Animal Research Regulation 2010</i> ,	16
(b) <i>Building and Construction Industry Security of Payment Regulation 2008</i> ,	17
(c) <i>Coroners Regulation 2010</i> ,	19
(d) <i>Exhibited Animals Protection Regulation 2010</i> ,	20
(e) <i>Local Government (General) Regulation 2005</i> ,	21
(f) <i>Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2005</i> ,	22
(g) <i>Passenger Transport (Drug and Alcohol Testing) Regulation 2010</i> ,	24
(h) <i>Protection of the Environment Operations (Clean Air) Regulation 2010</i> ,	25
(i) <i>Protection of the Environment Operations (General) Regulation 2009</i> ,	26
(j) <i>Tow Truck Industry Regulation 2008</i> ,	27
(k) <i>Water Industry Competition (Access to Infrastructure Services) Regulation 2007</i> ,	29
(l) <i>Water Industry Competition (General) Regulation 2008</i> .	30
2.19 Workers Compensation Act 1987 No 70	31
Section 44B Evidence as to work capacity	32
Omit section 44B(3)(a). Insert instead—	33
(a) for a first certificate of capacity provided by a worker to the insurer— be a certificate given by a medical practitioner in a form approved by the Authority, and	34
	35
	36

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- | | | |
|------|---|---|
| (a1) | for a second or subsequent certificate of capacity provided by a worker | 1 |
| | to the insurer—be a certificate that complies with the requirements | 2 |
| | prescribed by the regulations, including the form of the certificate, and | 3 |

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New South Wales

Public Health (COVID-19 Places of Social Gathering) Order 2020

under the
Public Health Act 2010

I, Brad Hazzard, the Minister for Health and Medical Research, under section 7 of the *Public Health Act 2010*, make the following Order.

Dated 23 March 2020.

A handwritten signature in black ink, appearing to read 'Brad Hazzard', is written over a horizontal line.

Minister for Health and Medical Research

Explanatory note

The object of this Order is to deal with the public health risk of COVID-19 and its possible consequences by giving a Ministerial direction that provides that certain non-essential venues be closed to members of the public except in limited circumstances.

Section 10 of the *Public Health Act 2010* creates an offence if an individual fails to comply with a direction with a maximum penalty of imprisonment for 6 months or a fine of up to \$11,000 (or both) plus a further \$5,500 fine each day the offence continues. Corporations that fail to comply with a direction are liable to a fine of \$55,000 and \$27,500 each day the offence continues.

s2020-110.d10

Public Health (COVID-19 Places of Social Gathering) Order 2020 [NSW]
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Public Health (COVID-19 Places of Social Gathering) Order 2020 [NSW]

Public Health (COVID-19 Places of Social Gathering) Order 2020

under the

Public Health Act 2010

1 Name of Order

This Order is the *Public Health (COVID-19 Places of Social Gathering) Order 2020*.

2 Commencement

This Order commences at 12 noon on 23 March 2020.

3 Definitions

(1) In this Order:

the Act means the *Public Health Act 2010*.

Note. The Act and the *Interpretation Act 1987* contain definitions and other provisions that affect the interpretation and application of this Order.

(2) Notes included in this Order do not form part of this Order.

4 Grounds for concluding that there is a risk to public health

It is noted that the basis for concluding that a situation has arisen that is, or is likely to be, a risk to public health is as follows—

- (a) public health authorities both internationally and in Australia have been monitoring international outbreaks of COVID-19, also known as Novel Coronavirus 2019,
- (b) COVID-19 is a potentially fatal condition and is also highly contagious,
- (c) a number of cases of individuals with COVID-19 have now been confirmed in New South Wales, as well as other Australian jurisdictions.

5 Direction of the Minister

(1) The Minister directs that the following must not be open to members of the public except as provided in this clause—

- (a) pubs and registered clubs, except for the purposes of—
 - (i) selling food or beverages for persons to consume off the premises, or
 - (ii) if the premises include hotel or motel accommodation, providing that accommodation including by providing food or beverages to persons using that accommodation to consume in their rooms,
- (b) food and drink premises (other than pubs), except for the purposes of—
 - (i) selling food or beverages for persons to consume off the premises, or
 - (ii) if the premises are part of hotel or motel accommodation, providing food or beverages to persons using that accommodation to consume in their rooms,
- (c) entertainment facilities,

Public Health (COVID-19 Places of Social Gathering) Order 2020 [NSW]

- (d) amusement centres,
 - (e) casinos, except for the purposes of, if the premises include hotel or motel accommodation, providing that accommodation including by providing food or beverages to persons using that accommodation to consume in their rooms,
 - (f) micro-breweries or small distilleries holding a drink on-premises authorisation under the *Liquor Act 2007* or cellar door premises, except for the purposes of selling food or beverages for persons to consume off the premises,
 - (g) recreation facilities (indoor),
 - (h) places of public worship, except for the purposes of conducting wedding services or funeral services.
- (2) The Minister may grant an exemption to this clause in writing and subject to the conditions that the Minister considers appropriate.
- (3) A word or expression used in this clause has the same meaning as it has in the Standard Instrument set out in the *Standard Instrument (Local Environmental Plans) Order 2006*.

Note. The Standard Instrument includes the following definitions—

Amusement centre means a building or place (not being part of a pub or registered club) used principally for playing—

- (a) billiards, pool or other like games, or
- (b) electronic or mechanical amusement devices, such as pinball machines, computer or video games and the like.

Cellar door premises means a building or place that is used to sell wine by retail and that is situated on land on which there is a commercial vineyard, and where most of the wine offered for sale is produced in a winery situated on that land or is produced predominantly from grapes grown in the surrounding area.

Entertainment facility means a theatre, cinema, music hall, concert hall, dance hall and the like.

Food and drink premises means premises that are used for the preparation and retail sale of food or drink (or both) for immediate consumption on or off the premises, and includes a restaurant or cafe, take away food and drink premises, a pub or a small bar.

Place of public worship means a building or place used for the purpose of religious worship by a congregation or religious group, whether or not the building or place is also used for counselling, social events, instruction or religious training.

Pub means licensed premises under the *Liquor Act 2007* the principal purpose of which is the retail sale of liquor for consumption on the premises, whether or not the premises include hotel or motel accommodation and whether or not food is sold or entertainment is provided on the premises.

Recreation facility (indoor) means a building or place used predominantly for indoor recreation, whether or not operated for the purposes of gain, including a squash court, indoor swimming pool, gymnasium, table tennis centre, health studio, bowling alley, ice rink or any other building or place of a like character used for indoor recreation.

Registered club means a club that holds a club licence under the *Liquor Act 2007*.



Joint Statement (Revised): Responding to the Coronavirus (COVID-19) pandemic

Introduction

On 17 March 2020 Local Government NSW (LGNSW), the New South Wales Local Government, Clerical, Administrative, Energy, Airlines & Utilities Union (USU), Local Government Engineers Association (LGEA) and Development and Environmental Professionals Association (depa) issued a Joint Statement to provide guidance to Local Government employers and employees on how to respond to the COVID-19 pandemic. Since then, the situation has developed at a rapid pace and we have determined that it is necessary and appropriate to issue this revised **Joint Statement**.

We recognise that a uniform approach is not possible and timely decisions need to be made that are appropriate to the specific circumstances and available resources.

This Joint Statement establishes what we consider to be the minimum standards that should apply. Employers may wish to supplement the provisions of this Joint Statement.

Work Health & Safety (WHS)

Work Health & Safety (WHS) is paramount and must be at the forefront of everyone's mind when responding to the COVID-19 pandemic.

Employers (persons conducting a business or undertaking) have a primary duty of care under section 19 of the *Work Health and Safety Act 2011* (WHS Act) to ensure, so far as is reasonably practicable, the health and safety of workers, contractors and other persons at the workplace, and that persons are not put at risk from work carried out as part of the business or undertaking.

Workers and every other person at a workplace (including councillors) have a health and safety duty under sections 28 and 29 of the WHS Act to take reasonable care for their own health and safety, to take reasonable care that their acts or omissions do not adversely affect the health and safety of other persons, and to comply, so far as they are reasonably able to, with any reasonable instruction that is given by the employer or to allow the employer to comply with the WHS Act.

Unable to work due to illness associated with COVID-19

If an employee is sick, current sick leave entitlements and conditions apply as per clause 21A [Sick Leave] of the *Local Government (State) Award 2017* ("Award").

Where an employee's paid sick leave entitlement is exhausted, additional sick leave may be granted in accordance with clause 21A(ix) of the Award. Alternatively, the employee may apply to use other forms of accrued leave under the Award (e.g. annual leave and long service leave).

Where the employee has exhausted all accrued leave entitlements under the Award, the employee may apply to the employer for special leave, either with pay or without pay, as per clause 21L [Special Leave] of the Award. Any such requests shall not be unreasonably refused by the employer.



Working flexibly

Employers are encouraged to explore flexible work arrangements to help reduce the spread of COVID-19 and to enable employees to better manage their work and family responsibilities during the crisis, taking account of any protection measures recommended by NSW Health and/or Commonwealth health authorities. Requests for flexible work should be managed in accordance with clause 22 [Flexibility for Work and Family Responsibilities] of the Award.

Where employees are working from home whilst also providing care to a family member, it is expected employees can balance caring responsibilities with their ability to undertake productive work, or other leave provisions can apply.

Where there is a requirement to ensure that each workplace remains open at all stages, employers may deploy employees into other roles of the business where possible, in accordance with clause 8 [Use of Skills] of the Award. Employees may be required to undertake different work (most likely for essential work) as directed by their employer.

Exclusion from the workplace due to isolation requirements

Where an employee is not sick but is directed not to attend the workplace due to isolation requirements, employers should identify options for employees to work from home during the quarantine period.

Where work is unable to be provided to employees who are required to self-isolate (in accordance with isolation requirements set by State and/or Commonwealth health authorities), the employees should be paid as normal and placed on paid special leave for the length of the isolation (which as at 19 March 2020 is 14 days) provided that:

- (i) Employees have a right to request an extension to, or further period of, paid special leave, and such requests shall not be unreasonable refused by the employer;
- (ii) Employers may refuse to grant paid special leave to employees who are required to self-isolate on more than one occasion as a result of not adhering to the [social distancing guidance](#) of State and/or Commonwealth health authorities. An employer bears the onus of establishing that an employee did not adhere to the [social distancing guidance](#) of State and/or Commonwealth health authorities; and
- (iii) Employers may refuse to grant paid special leave to employees who, after 16 March 2020, leave the country to travel to a country or region which requires the employee to self-isolate on return to Australia.

Unable to work

Up to two (2) weeks paid special leave will be provided before other leave entitlements need to be accessed to employees who, due to the COVID-19 crisis, are unable to work because they are:

- caring for family members due to closure of schools and caring facilities; or
- unable to attend work due to transport disruptions.



After the two (2) weeks of paid special leave has been used, employees may access accrued leave entitlements (e.g. sick, carer's, annual and/or long service leave). Where the employee has exhausted all accrued leave entitlements under the Award, the employee may apply to the employer for special leave, either with pay or without pay, as per clause 21L [Special Leave] of the Award. Any such requests shall not be unreasonably refused by the employer.

Employers shall not unreasonably refuse requests for carer's leave in excess of two weeks which arise as a result of the COVID-19 crisis.

Workplace is closed

Where the workplace is closed the following approach will be taken:

- (i) the employer will make arrangements for employees to work remotely;
- (ii) where it is not possible for the employee to work remotely, the employee will be placed on paid special leave for the entirety of the closure unless:
 - (a) the employee is directed, within the limited circumstances of sub clause 21D(v) of the Award, to take annual leave; or
 - (b) the employee is directed, within the limited circumstances described in sub clause 21E(iii) of the Award, to take long service leave.

Regular casual employees

A "regular casual employee" means a casual employee who, in the preceding period of 6 months, worked a pattern of hours on an ongoing basis without significant adjustment and who, but for the COVID-19 pandemic, had a reasonable expectation of ongoing employment.

Where a regular casual employee is unable to perform their regular shift due to self-isolation requirements (in accordance with isolation requirements set by State and/or Commonwealth health authorities), the regular casual employee should be paid as normal and placed on paid special leave for the length of the isolation (which as at 19 March 2020 is 14 days).

Where a regular casual employee is unable to perform their regular shift because of a workplace closure that is attributed to the COVID-19 pandemic, the regular casual employee should be placed on paid special leave for the following length of time:

- the period of the closure or a period of four (4) weeks, whichever is the lesser period; or
- in the case of a seasonal employee, the balance of the season or a period of four (4) weeks, whichever is the lesser period.

In the case of long term regular casual employees (i.e. greater than 5 years continuous service), employers are encouraged to consider more beneficial arrangements than the arrangements recommended in this Joint Statement.



Further contact

For further information:

- Employers should contact LGNSW's Workplace Relations Unit, and
- Employees should contact their union or HR representative.

Cr Linda Scott
President LGNSW

Graeme Kelly OAM
General Secretary USU

Gordon Brock
Director, LGEA

Ian Robertson
Secretary, depa

20 March 2020

Meeting closed 11.40 am

This is page number 118 of the minutes of the Ordinary Meeting held on Thursday 26 March 2020

Chairman