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APPENDIXES

Appendix 'A' 2003-2004 Audited Financial Statements

Appendix 'B' Statement of Performance

Appendix 'C' State of the Environment Report



WALGETT SHIRE COUNCIL INFORMATION

Address:	77 Fox Street WALGETT NSW 2832
Postal Address:	PO Box 31 WALGETT NSW 2832
Telephone:	(02) 6828 1399
Facsimile:	(02) 6828 1608
Email:	admin@walgettshire.com
Office Hours:	9.00 am – 4.30 pm
Council Meetings:	Third Thursday of each Month
Auditors:	Spencer Steer
Principal Towns:	Walgett Lightning Ridge Collarenebri
Villages:	Come-By-Chance Carinda Burren Junction Grawin/Glengarry/Sheepyards Rowena
Hamlet:	Cryon

SHIRE STATISTICS

Area:	22,007 Square Kilometers
Population:	8550
Road Length:	2908 Kilometres
Distance from Sydney:	691 Kilometres
Distance from Canberra:	677 Kilometres



GENERAL MANAGER'S MESSAGE

The Annual Report for 2003/2004 is presented along similar lines to earlier reports.

The significant difference has been the influence of Commission of Inquiry into Council's management. The Minister dismissed the Council and appointed an Administrator.

As a result, the details of the report have been prepared under the auspice of the Administrator.

Jeff Austin
Acting General Manager



**COUNCIL'S FINANCIAL REPORTS
2003/2004**

Attached to this report is a copy of Council's Financial Report for the year ending 30 June 2004, marked "*Attachment A*".

STATEMENT OF PERFORMANCE

Attached to this report is the comparative performance that relates to the functions of Walgett Shire Council for the year ending 30 June 2004, marked "*Attachment B*".

STATE OF ENVIRONMENT REPORT

Attached to this report is the State of the Environment Report for the year ending 30 June 2004, marked "*Attachment C*".

**REPORTS TO THE CONDITION OF
PUBLIC WORKS**

Attached to this report is the Condition of Public Works for the year ending 30 June 2004, marked "*Attachment D*".

**SUMMARY OF LEGAL
PROCEEDINGS**

Walgett Shire Council has incurred no legal expenses in relations to proceedings taken by or against Council.

**MAYORAL AND COUNCILLORS
FEES AND EXPENSES**

Council adopted the Local Government Remuneration Tribunal's determination of mayoral and councillor fees for 2003-2004 as follows:

Mayoral allowance \$14,042

Councillors' attendance fees \$ 6,645

Deputy Mayoral allowance \$ 1,898
(this is deducted from the mayoral allowance of \$14,042)

Expense	Amount
Mayoral Vehicle	\$5,026.00
Travel Expenses	\$13,644.00
Sustenance and Catering	\$2,449.00
Conferences and Seminars	\$4,602.00
Insurance Expenses	\$1,820.00
Total:	\$27,541.00

**DETAILS RELATING TO SENIOR
STAFF**

In accordance with the provision of Section 334 of the Local Government Act 1993, the position of General Manager is the only position at Walgett Shire determined to be a Senior Staff position as defined in Section 332 of the Local Government Act 1993.

The total salary package applicable for this position for the period 1 July 2003 to 30 June 2004 inclusive of Salary, Fringe Benefits, Provision of Motor Vehicle, Subsidised Rental and Employer Funded Superannuation was \$122,352.24.



**STATEMENT OF CONTRACTS
AWARDED IN EXCESS OF
\$100,000**

During the year ending 30 June 2004, the following Contracts were awarded in excess of \$100,000:-

CONTRACTOR	SERVICES SUPPLIED	VALUE OF CONTRACT
RG Cochrane	Contract Plant Hire	\$126,308
G Lane	Waste Management Centre	\$150,101
RA & JM Ramien	Contract plant hire/haulage	\$306,919
RA & ES Yeomans	Waste Management Centre	\$200,450
Bows Sand and Gravel	Contract plant hire/haulage	\$145,110
Mijon Pat Pty Ltd	Supply aggregate	\$411,962
Coates Hire	Plant hire	\$125,545
SMEC Australia P/L	Levee Bank Survey	\$105,034
Logo Management Resources	Supply Professional staff	\$115,882
Pioneer Road Services	Sealing works (Roads)	\$1,280,660

**BUSHFIRE HAZARD REDUCTION
ACTIVITIES**

Due to the drought conditions over much of the Walgett Shire during the past year, there was no Hazard Reduction work deemed necessary. The travelling stock routes were grazed in most areas of the Shire, reducing the level of fire hazard on Rural Lands Protection Board managed lands.

Incidents that occurred in the Walgett District during 2004 were as follows:-

Bush Fires	6
Structural Fires	12
Motor Vehicle Accidents	8
False Alarms	4
Support Other Agencies	1
Hazardous Conditions	2
Walgett Tip Fire	1
Person Search	1

A total of thirty five incidents were responded to by the Volunteer Brigade members in the District.

**PROGRAMMES TO PROMOTE
SERVICES AND ACCESS TO
SERVICES FOR PEOPLE OF
DIVERSE CULTURAL AND
LINGUISTIC BACKGROUNDS**

Walgett Shire Council has an obligation to all residents to ensure that in all its dealings with people, the following principles are adhered to.

- promote fairness in the distribution of resources, particularly for those in need
- recognise and promote people's rights and improve the accountability of decision makers
- ensure that people have fairer access to the economic resources and services essential to meeting their basic needs to improve their quality of life
- provide people with people better opportunities for genuine participation and consultation about decisions affecting their lives

**WORKS CARRIED OUT UNDER
SECTION 67**

There were no works undertaken under the provisions of Section 67 during the year ending 30 June 2004.



CONTRIBUTIONS UNDER SECTION 356

Following is a list of donations made under Section 356 during the 2003-2004 financial year:-

Donations to Schools	\$1,300.00
Donations towards sporting and cultural activities	\$1,550.00
Donations to non profit organisations	\$2,660.00
Donations to Church Groups	\$4,177.00
Total Donations	\$9,687.00

STATEMENT OF HUMAN RESOURCES ACTIVITIES 2003/2004

Walgett Shire Council is an organisation that offers training opportunities for all employees and ensures all corporate training in each section is carried out accordingly.

To date wages staff have had all obligatory training undertaken (e.g. green cards, traffic control tickets, confined space training, chainsaw tickets, chemical course, first aid course, various plant and truck licences and airport traffic control tickets). Further to this some staff have also attended various courses such as purchasing and procurement training, OH&S Consultation, OH&S Site Inductions at the Workplace, Customer Service Training, computer training and water and sewerage seminars etc.

Salary staff have had the same opportunities with staff attending confined space training, first aid course, airport traffic control tickets, OH&S Consultation, OH&S Site Inductions at the Workplace, Customer Service Training, computer training, specific finance and Civica training, Council Meeting procedures training, regulatory seminars etc.

There has also been successful completion of Civil Construction (Road Construction and Maintenance) Certificate III by 15 employees, Horticulture Certificate II by 3 employees, Horticulture Certificate III by 2 employees and Local Government (Governance and Administration) Certificate III by 2 employees.

The EEO Committee reviewed the existing EEO Management Plan and duly endorsed the Policy Statement and entire Plan addressing action dates for each item. This was further endorsed by the Consultative Committee but is yet to be presented to Council for formal adoption.

However, Council applies the principles of the Equal Employment Opportunities Legislation to all appointments and will continue to ensure all job descriptions and induction procedures highlight its commitment to those principles.

Council Staff numbers as at 30 June 2004 were:-

	Full Time	Part Time	Casual
Admin	26	8	16
Field	54	1	3

STATEMENT OF COMPANIES IN WHICH COUNCIL HOLD A CONTROLLING INTEREST

Council did not hold a controlling interest in any companies during the period 1 July 2003 to 30 June 2004.

STATEMENT OF PARTNERSHIPS, CO-OPERATIVES AND JOINT VENTURES

NORTHERN REGIONAL LIBRARY

This Regional Library Facility is based in Moree and is administered by Moree Plains Shire Council.



Membership of the Northern Regional Library and Information Service enables the provision of a far better level of services and access to resources than would be achieved under a stand alone Library and offers the service at far less cost than otherwise would be incurred.

STATEWIDE MUTUAL INSURANCE GROUP

Statewide Mutual is a Local Government based Insurance Group administered by Jardine Lloyd Thomas Pty Ltd and supported by the Local Government and Shires Association of New South Wales and a large percentage of New South Wales Councils.

The object of the group is to develop Insurance Products to meet the needs of Local Government and to negotiate the best possible price for all members.

Significant savings have resulted in all classes of insurance and in particular the area of Public Liability and Professional Indemnity.

NORTH WEST WEIGHTS OF LOADS GROUP

Moree Plains Shire Council administers this group and its function is to enforce the Road Act and Limits (Weights) on vehicles using Public Roads with a view to reducing Road Maintenance Costs.

BARWON DARLING ALLIANCE

This Group has been formed to provide combined voice and lobby movement for the Member Bodies all of whom are experiencing similar problems and have common goals.

The Alliance has looked at issues such as Employment Generation, Asset Contribution and Maintenance, Community Justice and Law and Order Issues.

A major initiative has been the investigation into the establishment of a Credit Union to fill the void in the Communities created when the major banks have withdrawn or substantially reduced services.

FIRE CONTROL OFFICER

An amalgamation of Bogan, Coonamble, Warren and Walgett Shire Councils have jointly appointed a Bush Fire Control Officer to co-ordinate and undertake the duties and responsibilities of Council under both the Local Government Act 1993 and the Rural Fires Act 1997. The Bush Fire Control Officer is located at Coonamble.

TOURISM ORGANISATIONS

Council is a keen participant in many Tourism Promotional Groups, particularly those focusing on the Far Western Region of New South Wales through involvements with the Outback Regional Tourism Organisation and NSW Tourism.

DETAILS OF ACTIVITIES UNDERTAKEN TO DEVELOP AND PROMOTE SERVICES AND PROGRAMMES FOR CHILDREN

Walgett Shire recognises the necessity to provide for the needs of the shire's children.

Council networks extensively with New South Wales government authorities and departments to ensure a best fit of activities and programmes across the age spectrum.

Council provides economic and logistical support to:

- Family Day Care
- In Home Care
- After School Care
- Vacation Care
- Youth Centres
- Interagency committees



REPORT ON COUNCIL'S PERFORMANCE IN RELATION TO ACCESS AND EQUITY ACTIVITIES

Council's Social Plan is available by contacting the Council Office or through Council's website www.walgettshire.com

NATIONAL COMPETITION POLICY

CATEGORY 1 BUSINESS ACTIVITIES

Council does not have any business activities, which have sales in excess of \$2,000,000 and as such, no Category 1 Business Activities.

CATEGORY 2 BUSINESS ACTIVITIES

Council has two (2) Business Activities which it has deemed to be Category 2 Businesses and these are: -

1. Walgett Shire Water Supply
2. Walgett Shire Sewerage Services

The Financial Statements for each of the above form part of Council's Annual Financial Reports and are contained in *Appendix "A"*.

PRINCIPLES OF COMPETITIVE NEUTRALITY

Council is mindful of the Principles of Competitive Neutrality and has applied them in its Category 2 Operations.

It is to be remembered that Walgett Shire Council is a large rural Shire in far North West New South Wales and in many instances undertakes activities, which in large centers may also be provided by the Private Sector.

Council, however, provides these activities as a service to the Community, as distance, isolation and low population base prevents the provision of the service by the private sector when motivated by profit rather than the Community Service Obligation of Council.

The need for Council's involvement is particularly important given the number of relatively small Communities within the Shire.

COMPLAINTS HANDLING FOR COMPETITIVE NEUTRALITY

Council adopted on 8 March 2004 a comprehensive broad based concerns management policy. This policy is available on enquiry from Council or Council's website, www.walgettshire.com

SUMMARY OF COMPETITIVE NEUTRALITY COMPLAINTS

One complaint received during 2003 – 2004 relating to the retail sale of cold food and resolved in favour of Council due to small sales volume and commonality of pricing.

It is to be remembered that Walgett Shire is a large area rural shire, in far North West New South Wales and covers a number of small population communities. Council provides some service activities where it is not practical for profit motivated private sector suppliers to do so.

Council is nonetheless mindful of the importance of Competitive Neutrality and applies it wherever practical and cost effective to do so.

RATES AND CHARGES WRITTEN OFF

The total amount of rates and charges that were written off during 2003/2004 was \$10,800.00.

FREEDOM OF INFORMATION ACT 1989

Walgett Shire Council had no requests under the Freedom Of Information Act 1989 during 2003/2004.



FINES AND PENALTIES ISSUED ON COUNCIL

There were no fines and penalties issued to
Walgett Shire Council during 2003/2004.