



AGENDA FOR ORDINARY COUNCIL MEETING

29 June 2017

NOTICE IS HEREBY GIVEN pursuant to clause 7 of Council's Code of Meeting Practice that the Ordinary Council Meeting of Walgett Shire Council will be held at the **Walgett Shire Council** on **29 June 2017** commencing at **8:30am** to discuss the items listed in the Agenda.

Please Note:

- 1. Early start – 8:30am**
- 2. Dick Colless Scholarship Presentation commencing at 9:30am**

Don Ramsland
GENERAL MANAGER

CONFLICT OF INTERESTS

What is a "Conflict of Interests" – A conflict of interests can be two types:

Pecuniary – an interest that a person has in a matter because of a reasonable likelihood or expectation of appreciable financial gain or loss to the person or another person with whom the person is associated.

Non-Pecuniary – a private or personal interest that a Council official has that does not amount to a pecuniary interest as defined in the Local government Act (eg. A friendship, membership of an association, society or trade union or involvement or interest in an activity and may include an interest of a financial nature.)

Remoteness

A person does not have a pecuniary interest in a matter if the interest is so remote or insignificant that it could not reasonably be regarded as likely to influence any decision the person might make in relation to a matter or if the interest is of a kind specified in Section 448 of the Local Government Act.

Who has a Pecuniary Interest? – A person has a pecuniary interest in a matter if the pecuniary interest is the interest of:

- The person, or
- Another person with whom the person is associated (see below)

Relatives, Partners

A person is taken to have a pecuniary interest in a matter if:

- The person's spouse or de facto partner or a relative of the person has a pecuniary interest in the matter, or
- The person, or a nominee, partners or employer of the person, is a member of a company or other body that has a pecuniary interest in the matter

N.B. "Relative", in relation to a person means any of the following:

- (a) the parent, grandparent, brother, sister, uncle, aunt, nephew, niece, lineal descends or adopted child of the person or of the person's spouse.
- (b) the spouse or de facto partners of the person or of a person referred to in paragraph (a)

No Interest in the Matter

However, a person is not taken to have a pecuniary interest in a matter:

- If the person is unaware of the relevant pecuniary interest of the spouse, de facto partner, relative or company of other body, or
- Just because the person is a member of, or is employed by, the Council
- Just because the person is a member of, or a delegate of the Council to, a company or other body that has a pecuniary interest in the matter provided that the person has no beneficial interest in any shares of the company or body.

Disclosure and participation in meetings

- A Councillor or a member of a Council Committee who has a pecuniary interest in any matter with which the Council is concerned and who is present at a meeting of the Council or Committee at which the matter is being considered must disclose the nature of the interest to the meeting as soon as practicable.
- The Councillor or member must not be present at, or in sight of, the meeting of the Council or Committee:
 - (a) At any time during which the matter is being considered or discussed by the Council or Committee, or
 - (b) At any time during which the Council or Committee is voting on any question in relation to the matter.

No Knowledge – A person does not breach this Clause if the person did not know and could not reasonably be expected to have known that the matter under consideration at the meeting was a matter in which he or she had a pecuniary interest.

Non-Pecuniary Interest – Must be disclosed in meetings.

There are a broad range of options available for managing conflicts & the option chosen will depend on an assessment of the circumstances of the matter, the nature of the interest and the significance of the issue being dealt with. Non-Pecuniary conflicts of interest must be dealt with in at least one of the following ways:

- It may be appropriate that no action be taken where the potential for conflict is minimal. However, Councillors should consider providing an explanation of why they consider a conflict does not exist.
- Limit involvement if practical (eg. Participate in discussion but not in decision making or vice versa). Care needs to be taken when exercising this option.
- Remove the source of the conflict (eg. Relinquishing or divesting the personal interest that creates the conflict)
- Have no involvement by absenting yourself from and not taking part in any debate or voting on the issue as if the provisions in S451 of the Local Government Act apply (particularly if you have a significant non-pecuniary interest)

Disclosure to be Recorded (S453 Act)

A disclosure (and the reason/s for the disclosure) made at a meeting of the Council or Council Committee or Sub-Committee must be recorded in the minutes of the meeting.

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## Local Government Act 1993

### Chapter 3 section 8A

#### GUIDING PRINCIPLES FOR COUNCILS

##### (1) **Exercise of functions generally**

The following general principles apply to the exercise of functions by councils:

- (a) Councils should provide strong and effective representation, leadership, planning and decision-making.
- (b) Councils should carry out functions in a way that provides the best possible value for residents and ratepayers.
- (c) Councils should plan strategically, using the integrated planning and reporting framework, for the provision of effective and efficient services and regulation to meet the diverse needs of the local community.
- (d) Councils should apply the integrated planning and reporting framework in carrying out their functions so as to achieve desired outcomes and continuous improvements.
- (e) Councils should work co-operatively with other councils and the State government to achieve desired outcomes for the local community.
- (f) Councils should manage lands and other assets so that current and future local community needs can be met in an affordable way.
- (g) Councils should work with others to secure appropriate services for local community needs.
- (h) Councils should act fairly, ethically and without bias in the interests of the local community.
- (i) Councils should be responsible employers and provide a consultative and supportive working environment for staff.

##### (2) **Decision-making**

The following principles apply to decision-making by councils (subject to any other applicable law):

- (a) Councils should recognise diverse local community needs and interests.
- (b) Councils should consider social justice principles.
- (c) Councils should consider the long term and cumulative effects of actions on future generations.
- (d) Councils should consider the principles of ecologically sustainable development.
- (e) Council decision-making should be transparent and decision-makers are to be accountable for decisions and omissions.

##### (3) **Community participation**

Councils should actively engage with their local communities, through the use of the integrated planning and reporting framework and other measures

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## 1. OPENING OF MEETING

Time: \_\_\_\_\_ am

## 2. ACKNOWLEDGEMENT OF TRADITIONAL OWNERS

*I would like to acknowledge the traditional owners of the lands within the Walgett Shire and I would also like to acknowledge the Aboriginal and Torres Strait Islander people who now reside within this Shire.*

## 3. LEAVE OF ABSENCE

### Leave of Absence

#### Recommendation:

That the leave of absence received from ..... are accepted and a leave of absence granted.

**Moved:** Clr

**Seconded:** Clr

## 4. WELCOME TO VISITORS

## 5. PUBLIC FORUM PRESENTATIONS

*(Limited to five minutes presentations and must also relate to items listed within the Business Paper)*

### 5.1 CMCC Presentation

## 6. DECLARATION OF PECUNIARY/NON PECUNIARY INTERESTS

*Councillors and senior staff are reminded of their obligation to declare their interest in any matters listed before them.*

*In considering your interest you are reminded to include pecuniary, non-pecuniary and conflicts of interest as well as any other interest you perceive or may be perceived of you.*

*Councillors may declare an interest at the commencement of the meeting, or alternatively at any time during the meeting should any issue progress or arise that would warrant a declaration.*

*Councillors must state their reasons in declaring any type of interest.*

| Councillor | Item No. | Pecuniary/Non-Pecuniary | Reason |
|------------|----------|-------------------------|--------|
|            |          |                         |        |
|            |          |                         |        |
|            |          |                         |        |
|            |          |                         |        |
|            |          |                         |        |
|            |          |                         |        |

## 7. CONFIRMATION OF MINUTES/MATTERS ARISING

### 7.1 MINUTES OF ORDINARY COUNCIL MEETING HELD 23 MAY 2017

| <b>Minutes of Ordinary Council Meeting – 23 May 2017</b>                                                                                                                                                                                |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <p>That the minutes of the Ordinary Council meeting held 23 May 2017, having been circulated be confirmed as a true and accurate record of that meeting.</p> <p><b>Moved:</b></p> <p><b>Seconded:</b></p> |

**Attachment**

Minutes of Meeting held 23 May 2017



# **MINUTES FOR ORDINARY COUNCIL MEETING**

**23<sup>rd</sup> May 2017**

**ADOPTED: 29 JUNE 2017**

Don Ramsland  
**GENERAL MANAGER**

**MINUTES OF THE ORDINARY MEETING OF THE WALGETT SHIRE COUNCIL HELD AT THE WALGETT COUNCIL CHAMBERS ON TUESDAY 23<sup>rd</sup> MAY 2017 AT 10:25 AM**

**PRESENT**

Clr Ian Woodcock (Mayor)  
 Clr M Martinez (Deputy Mayor)  
 Clr L Walford  
 Clr G Murray  
 Clr J Keir  
 Clr K Smith  
 Clr R Turnbull  
 Don Ramsland (General Manager)  
 Jess McDonald (Director Environmental Services)  
 Sylvester Otieno (Director Engineering/Technical Services)  
 Bronte Kerr (Minute Secretary)

**Declaration of Pecuniary/Non Pecuniary Interests**

| Staff/Councillor | Item No.   | Pecuniary/Non-Pecuniary | Reason                             |
|------------------|------------|-------------------------|------------------------------------|
| Keir             | 11.4.2     | Pec                     | Related to field of work/ business |
|                  | 11.4.3     | Pec                     |                                    |
|                  | Sup Report | Pec                     |                                    |
| Martinez         | 11.4.2     | Pec                     | Related to field of work/ business |
| Turnbull         | 11.4.2     | Pec<br>Pec              | Relationship to Clr Martinez       |
| Smith            | 11.2.7     | Pec                     | Wife employee of WSC – Agency      |

**4/2017/1 Leave of Absence**

**Resolved:**

That the leave of absence received from Clr Cameron and Clr Taylor are accepted and a leave of absence granted.

**Moved: Clr Turnbull**

**Seconded: Clr Martinez**

**CARRIED**

**Public Forum**

**Rachael shearer discussed the following:**

- Collarenebri Pony Club wishes to hold all event going forward at the Collarenebri race course.
- The club is currently in the process of developing an application to move buildings/stables to the race course.
- The relocation will benefit the community and allow the club to join forces with other committees.
- The club would like clarification on whether the buildings etc. will belong to the club or council once located on the race course.

#### **4/2017/2 Minutes of Ordinary Council Meeting – 28 April 2017**

**Resolved:**

That the minutes of the Ordinary Council meeting held 14 February 2017, having been circulated be confirmed as a true and accurate record of that meeting.

**Moved: Clr Turnbull**  
**Seconded: Clr Walford**  
**CARRIED**

#### **4/2017/3 Minutes of Plant Committee Meeting – 10<sup>th</sup> May 2017**

**Resolved:**

That the minutes of the Plant Committee Meeting held 10<sup>th</sup> May 2017, having been circulated be received and noted and the recommendations contained therein are adopted as resolutions of Council.

**Moved: Clr Smith**  
**Seconded: Clr Keir**  
**CARRIED**

#### **4/2017/4 Mayoral Report**

**Resolved:**

That Council receive and note the mayoral report.

**Moved: Clr Woodcock**  
**Seconded: Clr Martinez**  
**CARRIED**

#### **4/2017/5 Council's Decision Action Report**

**Resolved:**

That the Resolution Register for May 2017 be received and noted.

**Moved: Clr Smith**  
**Seconded: Clr Turnbull**  
**CARRIED**

#### **4/2017/6 Weekly's received from the Local Government NSW**

**Resolved:**

That the information contained in the weekly circulars numbers 15-18 from the Local Government NSW be received and noted.

**Moved: Clr Walford**  
**Seconded: Clr Keir**  
**CARRIED**

#### **4/2017/7 Circulars Received From the NSW Office of Local Government**

**Resolved:**

That the information contained in the following Departmental circulars No 17-06 to 17-08 from the Local Government Division Department of Premier and Cabinet be received and noted.

**Moved:** Clr Keir  
**Seconded:** Clr Walford  
**CARRIED**

#### **4/2017/8 Monthly Calendar May – July 2017**

**Resolved:**

That Council receive and note the regular monthly calendar for the period May to July 2017.

**Moved:** Clr Smith  
**Seconded:** Clr Turnbull  
**CARRIED**

#### **4/2017/9 Draft Code of Practice for the Walgett Shire CCTV System and Mobile Trailer**

**Resolved:**

That the draft Code of Practice for the Walgett Shire CCTV System and Mobile Trailer, having been placed on Public Exhibition for 28 days during which no public submission were lodged, now be formally adopted by Walgett Shire Council.

**Moved:** Clr Walford  
**Seconded:** Clr Turnbull  
**CARRIED**

#### **4/2017/10 Economic Development - Matters for Information Only**

**Resolved:**

That the matters listed by the Economic Development Officer for information is received, noted and endorsed.

**Moved:** Clr Keir  
**Seconded:** Clr Smith  
**CARRIED**

#### **4/2017/11 Matters for Brief Mention or Information Only**

**Resolved:**

1. That the following matters listed for brief mention or information only by the General Manager be received and noted.

2. Council support the LRTA and lobby for all the lands purchased under the Voluntary Surrender Scheme VSS, the red ridges and the grey soil to be added to the Reserve Trust.

**Moved: Clr Walford**  
**Seconded: Clr Turnbull**  
**CARRIED**

*The meeting adjourned for lunch at 12:20pm*  
*The meeting resumed at 1:00pm*

#### **4/2017/12 Cash and Investment Report as at 30<sup>th</sup> April 2017**

**Resolved:**

That the Investment report as at 30<sup>th</sup> April 2017 be received and noted.

**Moved: Clr Murray**  
**Seconded: Clr Martinez**  
**CARRIED**

#### **4/2017/13 Monthly Outstanding Rates Report – April 2017**

**Resolved:**

That the April 2017 Outstanding Rates Report be received and noted

**Moved: Clr Martinez**  
**Seconded: Clr Murray**  
**CARRIED**

#### **4/2017/14 Revised Investment Policy**

**Resolved:**

1. That the report be received
2. That Council adopts the revised Investment Policy as presented

**Moved: Clr Keir**  
**Seconded: Clr Walford**  
**CARRIED**

#### **4/2017/15 Related Party Disclosure Policy**

**Resolved:**

That Council adopt the Related Party Disclosure Policy and associated compliance documents.

**Moved: Clr Murray**  
**Seconded: Clr Martinez**  
**CARRIED**

#### **4/2017/16 Third Quarter Operational Plan**

**Resolved:**

That the content of the report be noted. Council accept the progress made on the 2016/2017 Operational Plan as at 31<sup>st</sup> March 2017.

**Moved:** Clr Keir  
**Seconded:** Clr Smith  
**CARRIED**

#### **4/2017/17 Burren Junction Hall 355 Committee Applications**

**Resolved:**

1. That the Chief Financial Officer report be received
2. That Council formally agree to the membership of Mr Mr. Philip Marshall, Mrs. Coral Marshall, Mrs. Elizabeth Powell, Mr. Philip Powell, Mrs. Lucinda Stump and Mr. Sandy Stump to the Burren Junction Hall 355 Committee.

**Moved:** Clr Keir  
**Seconded:** Clr Murray  
**CARRIED**

*Clr Smith left the meeting room at 1:13pm*

#### **4/2017/18 Collarenebri Agency**

**Resolved:**

1. That the report be received
2. That a Business Plan be completed for the Agency operations.
3. The Agency residence be made available for immediate lease.

**Moved:** Clr Murray  
**Seconded:** Clr Walford  
**CARRIED**

*Clr Smith returned to the meeting room at 1:25pm*

#### **4/2017/19 Disability Inclusion Action Plan 2017-2021 – Adoption**

**Resolved:**

1. That the report be received
2. That Council place the Walgett Shire Disability Inclusion Action Plan (DIAP) 2017-2021 on public exhibition for a period of 28 days commencing 23<sup>rd</sup> May 2017.

**Moved:** Clr Walford  
**Seconded:** Clr Keir  
**CARRIED**

#### 4/2017/20 Community Development Report January – March 2017

**Resolved:**

That the report for Community Development January- March 2017 is received.

**Moved:** Clr Smith  
**Seconded:** Clr Turnbull  
**CARRIED**

#### 4/2017/21 Matters Generally for Brief Mention or Information Only – From Chief Financial Officer

**Resolved:**

That the Matters Generally for Brief Mention or Information Only from the Chief Financial Officer.

**Moved:** Clr Smith  
**Seconded:** Clr Turnbull  
**CARRIED**

#### 4/2017/22 Grants from the Walgett Shire Local Heritage Fund

**Resolved:**

Disperse \$18,000 from the Walgett Shire Council Local Heritage Fund 2016-2017 in the following manner:

- A) \$2,000 to Ivana Prasad to undertake conservation works on the Astronomers' Monument, Lightning Ridge
- B) \$4,000 to Glen Whitely to secure the site and building of the Old Bakery at Collarenebri
- C) \$4,000 to BEST Employment to repair the entrance roof & ceilings in the Old Post Office, Walgett
- D) \$2,000 to Anglican Parish of Coonamble to repair the roof & repaint interior of the St John the Evangelist Church at Carinda (Stage 2).
- E) \$3,000 to Anglican Parish of Walgett to install air-conditioning & upgrade the switchboard of St Peters Anglican Church, Walgett.
- F) \$3,000 to Anglican Parish of Lightning Ridge to repair fascias and install guttering at St Peters in the Pines Church at Cumborah

Upon completion of proposed works and receipt of paid invoices for same.

**Moved:** Clr Keir  
**Seconded:** Clr Walford  
**CARRIED**

*Clr Murray declared a pecuniary interest and left the meeting room at 1:48pm*

#### **4/2017/23 Walgett CBD Mesh Façade Removal**

**Resolved:**

That Walgett Shire Council resolve to amend the 22 November 2016 resolution: "Allocate the Walgett CBD Upgrade funds balance of \$80,335 to fully fund removal of heavy gauge wire screens and replace them with 'Crim-Safe' mesh, as required" to "Allocate the Walgett CBD Upgrade funds balance of \$80,335 to fully fund removal of heavy gauge wire screens and replace them with 'Crim-Safe' mesh or acrylic / polycarbonate glass, as required".

**Moved: Clr Keir**  
**Seconded: Clr Smith**  
**CARRIED**

*Clr Murray returned to the meeting room at 1:51pm*

#### **4/2017/24 Development and Complying Development Certificate applications March – April 2017**

**Resolved:**

Note the report on Development and Complying Development Certificate applications dealt with by Council staff under delegated authority for March 2017 – April 2017.

**Moved: Clr Smith**  
**Seconded: Clr Keir**  
**CARRIED**

#### **4/2017/25 Matters Generally for Brief Mention or Information only from Director of Environmental Services**

**Resolved:**

That Council receive and note the report by the Director of Environmental Services on matters for brief mention, or information only.

**Moved: Clr Smith**  
**Seconded: Clr Martinez**  
**CARRIED**

#### **4/2017/26 Monthly RMCC works Report from Acting Director Engineering / Technical Services**

**Resolved:**

That Council receive and note the monthly RMCC works report for April 2017.

**Moved: Clr Smith**  
**Seconded: Clr Murray**  
**CARRIED**

*Clr Martinez, Clr Turnbull and Clr Keir left to the meeting room at 2:04pm*

## No Quorum Present

### Item deferred - Monthly Progress report from Acting Director Engineering Technical Services

#### Item Deferred until 29 June 2017 Meeting. No Quorum Present

That Council receive and note the Engineering Services monthly works progress report for April 2017.

*Clr Martinez and Clr Turnbull returned to the meeting room at 2:06pm*

### 4/2017/27 Monthly Maintenance Grading Report from Director Technical / Engineering Services

#### Resolved:

That Council receive and note the monthly maintenance grading works report for April 2017.

**Moved: Clr Walford**

**Seconded: Clr Smith**

**CARRIED**

*Clr Keir returned to the meeting room at 2:12pm*

### 4/2017/28 Matters Generally For Brief Mention or Information Only – Engineering/Technical Services

#### Resolved:

That Council receives and notes this report.

**Moved: Clr Keir**

**Seconded: Clr Murray**

**CARRIED**

*Clr Keir declared a pecuniary interest and left the meeting room at 2:22pm*

### 4/2017/29 Resolution to Authorise Acquisition by Compulsory Process – 23<sup>rd</sup> May 2017

#### Resolved:

1. That Council authorise acquisition of the road corridor through Lot 7303 DP1160968 by the compulsory acquisition process.
2. That Council make an application to the Minister/Governor to the Minister to approve the compulsory acquisition process and to allow the acquisition process to be expedited ahead of the coming 2017 'flood season'.

**Moved: Clr Murray**

**Seconded: Clr Smith**

**CARRIED**

Clr Keir returned to the meeting room at 2:24pm

### **QUESTIONS FOR THE NEXT MEETING**

**Clr Murray- Nil**

**Clr Keir – Nil**

**Clr Walford – Nil**

**Clr Martinez – Nil**

**Clr Smith**

**Q1:** Will the Club house at the Golf course in Collarenebri be replaced under insurance?

**Q2:** Could we have raw water tower at Lions Park cleaned out? Full of shells, cannot fill fire trucks up at sandpipe.

**Clr Turnbull**

**Q1:** Have Council approached the property owners about the realignment of the Ridge Road?

**Q2:** When is the corner on the Burransbaa Road going to be fixed?

**Q3:** Can the side track be looked at next to the big Warrambool Bridge on the Angledool – Collarenebri Road as wide loads are having trouble getting past the trees?

#### **4/2017/30 Move into Closed Session at 2:28pm**

**Resolved:**

That the public be excluded from the meeting pursuant to Sections 10A (2)(c) & (d) of the Local Government Act 1993 on the basis that the items deal with:

- (a) that information that would, if disclosed confer a commercial advantage on a person with whom the Council is conducting business (or proposed to conduct business)
- (b) that the matter and information is commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

**Moved: Clr Keir**

**Seconded: Clr Smith**

**CARRIED**

#### **4/2017/31 Local Government Reform – Western Division Group of Council – Strategic Proposal**

**Resolved:**

That Walgett Shire Council support the approach outlined in the Western Division Group of Councils Strategic concept paper and make a four year commitment to the concept and commit to paying a \$9,000 (ex GST) p.a membership fee.

**Moved: Clr Martinez**

**Seconded: Clr Walford**

**CARRIED**

#### **4/2017/32 Purchase Property from Colless: 20 Pitt Street Walgett**

**Resolved:**

1. That the Chief Financial Officers report be received

2. That Council endorse the actions of the General Manager in making an offer on the property
3. Council agrees to the purchase of 20 Pitt Street Walgett for the sum of \$35,000
4. The General Manger be authorised to execute the necessary documents to finalise the purchase under Council seal.

**Moved: Clr Turnbull**

**Seconded: Clr Walford**

**CARRIED**

#### **4/2017/33 Lease to Roads and Maritime Services Walgett Motor Registry**

**Resolved:**

1. That the Chief Financial Officers report be received
2. That Council renew the lease of the Walgett Motor Registry with the Roads and Maritime Services for a further three (3) years with a commencing rental of \$30,000 per annum subject to an annual CPI adjustment.
3. That the Council seal be affixed to the lease agreement and the Mayor and General Manager be authorised to execute the lease agreement

**Moved: Clr Murray**

**Seconded: Clr Keir**

**CARRIED**

#### **4/2017/34 Lightning Ridge Bore Baths**

**Resolved:**

1. That Council receive the Chief Financial Officers Report
2. That Council make provision of \$100,000 in the 2017/2018 budget for renewal of the Lightning Ridge Bore Bath between November 17 and April 18.
3. The recommendations of the structural assessment be implemented
4. The General Manager arrange for a design and costing of the bore bath renewal and submit this to Council for consideration.

**Moved: Clr Martinez**

**Seconded: Clr Walford**

**CARRIED**

#### **2/2017/38 Return to Open Session at 2:42pm**

**Resolved:**

That Council return to open session.

**Moved: Clr Murray**

**Seconded: Clr Smith**

**CARRIED**

## 2/2017/39 Adoption of Closed Session Reports

### Resolved:

- That Council adopt the recommendations of the Closed Committee Reports.
- Local Government Reform – Western Division Group of Council – Strategic Proposal
  - Purchase Property from Colless: 20 Pitt Street Walgett
  - Lease to Roads and Maritime Services Walgett Motor Registry
  - Lightning Ridge Bore Baths

**Moved: Clr Keir**

**Seconded: Clr Turnbull**

**CARRIED**

### Close of Meeting

The meeting closed at 2:43pm

To be confirmed at the meeting of Council to be held on 29 June 2017.

---

Mayor

---

General Manager

## 8. REPORTS OF COMMITTEES/DELEGATES

### 8.1 MINUTES OF THE LOCAL AREA TRAFFIC COMMITTEE MEETING HELD 1 JUNE 2017

#### Minutes of the Local Area Traffic Committee Meeting 1 June 2017

**Recommendation:**

That the minutes of the Local Area Traffic Committee meeting held 1 June 2017, having been circulated be received and noted and the recommendations contained therein are adopted as resolutions of Council.

**Moved:**

**Seconded:**

**Attachment**

Minutes of Meeting below

**MINUTES OF THE MEETING OF THE LOCAL AREA TRAFFIC COMMITTEE HELD AT WALGETT COUNCIL MEETING ROOM ON THURSDAY 1<sup>st</sup> JUNE 2017 AT 10:00 AM**

**PRESENT**

|                      |                                                  |
|----------------------|--------------------------------------------------|
| David Vant           | (Road Safety & Traffic, Western Region, RMS NSW) |
| Sylvester Otieno     | (Director Engineering/Technical Services)        |
| Ian Woodcock         | (Mayor – Walgett Shire Council)                  |
| Snr Con Scott Atkins | (NSW Police)                                     |
| Kelly Smith          | (Councillor- Walgett Shire Council)              |
| Ali Colless          | (Administrative Services Coordinator)            |
| Jenene Pout          | (RMS – Safety around School Officer)             |

**1. APOLOGIES**

**Apologies – 1<sup>st</sup> June 2017**

**Recommendation:**

Apologies received from the following to be accepted:

|                         |                                          |
|-------------------------|------------------------------------------|
| Don Ramsland            | (General Manager- Walgett Shire Council) |
| Manuel Martinez         | (Councillor- Walgett Shire Council)      |
| Snr Con Gavin Partridge | (NSW Police)                             |

**Moved:** Consensus

**Seconded:**

**2. DECLARATION OF PECUNIARY/NON PECUNIARY INTERESTS**

Nil

**3. CONFIRMATION OF MINUTES**

**Minutes of Local Area Traffic Committee Meeting – 6<sup>th</sup> April 2017**

**Resolved:**

1. That the minutes of the Local Area Traffic Committee meeting held 6<sup>th</sup> April 2017, have been circulated, be confirmed as a true and accurate record of that meeting.

**Moved:** David Vant

**Second:** Ian Woodcock

**4 BUSINESS ARISING FROM PREVIOUS MINUTES**

**4.1 Pick Up & drop off zone at Walgett Primary School**

**ACTION:**

1. Letter from Walgett Community College P&C dated 29/11/2016.
2. Email dated 07/02/17 from Tory & Jo Cayzer following up on letter sent to Traffic Committee in October 2016.

3. Jenene (Safety Around Schools Officer) has been in contact with the School Principal. She will be coming out to do an inspection with the school next month. It will be taken to David and brought back to the meeting once it is done.
4. Jenene will be doing more investigation and will bring back a final decision to the meeting.

**RECOMMENDATION:**

1. David Vant to organise as Safety around Schools meeting with the school, including Lightning Ridge to investigate and create a design for the schools.
2. David Vant will be meeting with Jenene Pout to discuss issues at the Schools regarding signage, parking, and safe drop off zones etc.
3. Jenene has met with the Principal at the school and investigated what is happening during school drop off times. Looking into putting in 10 minute time parking, moving staff parking to Peel Street.

**4.2 Signage on Merrywinebone Road - Kamilaroi Highway**

Option 1. Improve Signage with Existing Priority – Option 2. Conforming with Standard

**ACTION:**

1. Council seeking approval of correct signage required at T-Intersection.
2. David to measure up intersection and site investigation of the area. David to email through Signage Table to Sylvester.
3. Letter to be sent to Bruce Holcombe outlining decision made.
4. Sign have been ordered and will be installed on Monday 5<sup>th</sup> June 2017.

**RECOMMENDATION:**

1. Option 1. Two bottom signs going the wrong way. Option 2. Not approved. David Vant will carry out a site investigation of the area.
2. An email has been sent to Council from the Electorate Office. See Attached.
3. Option 1 approved by David Vant with bigger signs to be erected.

**4.4 Rest area on Kamilaroi Highway**

Potential location for future rest areas

**ACTION:**

1. David Vant to look into for further approval.
2. David Vant has passed on to RMS and it has been put into the data base for further approval and funding.

**RECOMMENDATION:**

1. 70km West of Walgett on the Northern side of the road.

**4.5 Fantasia Street Youth Council**

Complaints of speeding along Fantasia Street where kids are playing – possibility of putting in a speed hump.

**ACTION:**

1. Sylvester to set up Counters to get average speed of street. David Vant recommends putting 3 up for seven days to get Classified Data.
2. Counters will be brought in week commencing 6<sup>th</sup> June 2017, Sylvester to send through data to David and bring to the next meeting.

**RECOMMENDATION:**

1. David Vant recommends getting some Classified Data before putting in the speed hump as many issues can come from speed humps.

#### **4.6 Caravan Park Signs – Lightning Ridge**

Letter from Mark Walsh requesting Council to consider erecting a directional Caravan Park Sign out the corner of Pandora Street and Gem Street towards the Opal Caravan Park.

**ACTION:**

1. Sylvester to organise consult with Park Owners to discuss final decision.
2. Sylvester brought signs designs to the meeting and they will be installed week commencing 6<sup>th</sup> June 2017.

**RECOMMENDATION:**

1. David has no issue with the signs being erected
2. Remove all existing signs and replace with signs as agreed with Park Owners.

### **5 GENERAL BUSINESS**

#### **5.1 Intersection at Collarenebri Post Office / Services Station**

Council has had complaints about traffic ignoring Giving Way Signs at the interception

**ACTION:**

1. Sylvester to organise lines to be re-painted and investigate advance warning signs.

**RECOMMENDATION:**

2. David Vant recommends re-painting the Give Way line on the pavement and investigate into putting up advance warning signs.

#### **5.2 Collarenebri Central School – School Zone**

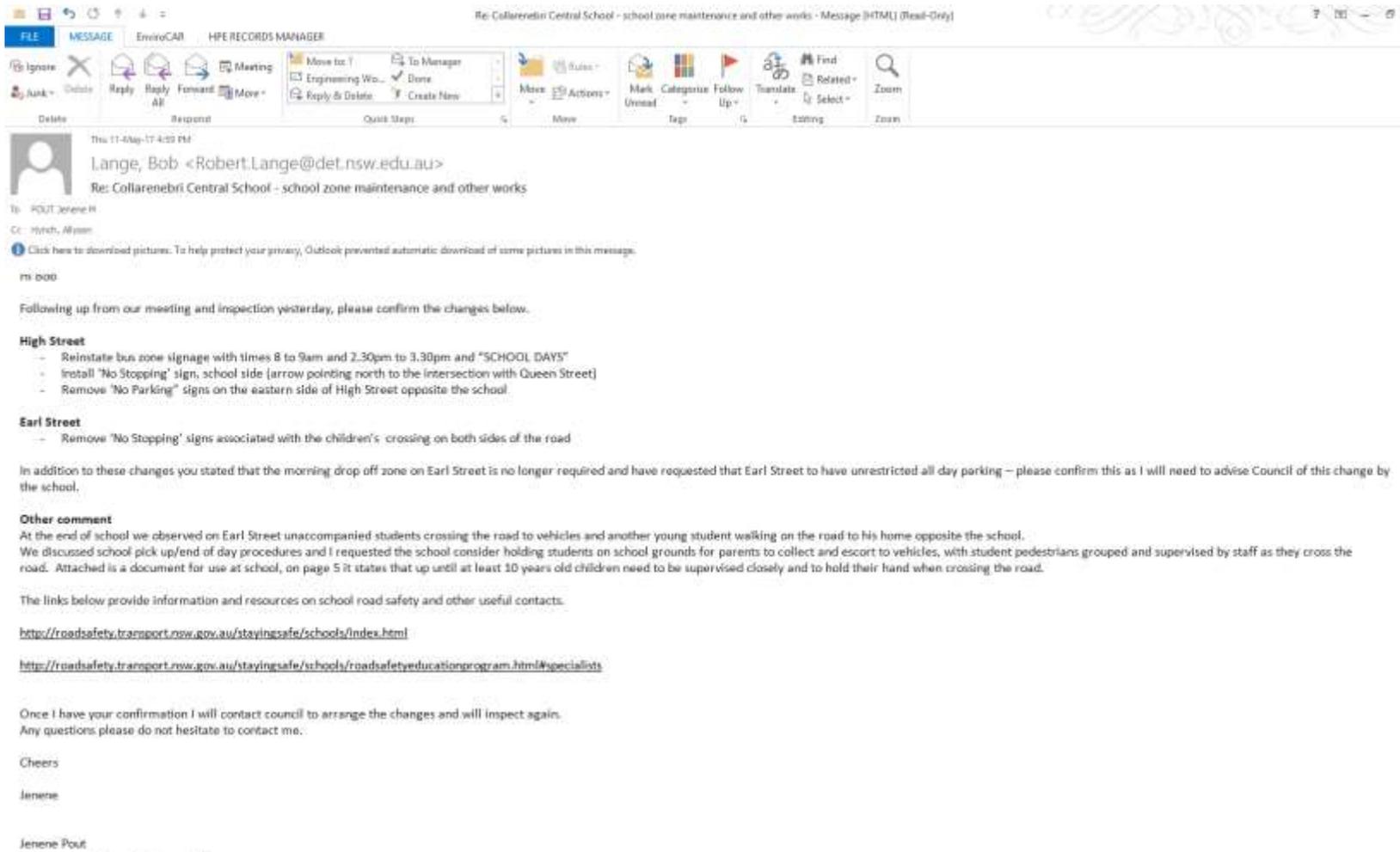
**ACTION:**

1. Council approves RMS to implement recommendations.
2. Once changed Jenene will do more investigation.

**RECOMMENDATION:**

1. Reinstate bus zone signage with times 8-9am and 2:30-3:30pm and School Days on High Street
2. Install "No Stopping" sign on High Street, school side (arrow pointing north to the intersecting with Queen Street)
3. Remove "No Parking" signs on the eastern side of High Street opposite the school.
4. Remove "No Stopping" sign associated with the children's crossing on both sides of the road.

## Correspondence to 5.2



The screenshot shows an Outlook email window titled "Re: Collarenebri Central School - school zone maintenance and other works - Message (HTML) (Read-Only)". The interface includes a ribbon with tabs for "FILE", "MESSAGE", "EnviroCAR", and "HPE RECORDS MANAGER". The "MESSAGE" tab is active, displaying various action icons such as "Ignore", "Delete", "Reply", "Reply All", "Forward", "Meeting", "Move to", "Engineering Wo...", "Reply & Delete", "Create New", "Move", "Actions", "Mark Unread", "Categories", "Follow Up", "Translate", "Find", "Related", "Select", "Zoom", and "Zoom".

The email content is as follows:

Thu 11 May '17 4:55 PM

Lange, Bob <Robert.Lange@def.nsw.edu.au>

Re: Collarenebri Central School - school zone maintenance and other works

To: POUT Jenene H

Cc: Lynch, Alison

Click here to download pictures. To help protect your privacy, Outlook prevented automatic download of some pictures in this message.

m 000

Following up from our meeting and inspection yesterday, please confirm the changes below.

**High Street**

- Reinstate bus zone signage with times 8 to 9am and 2.30pm to 3.30pm and "SCHOOL DAYS"
- Install "No Stopping" sign, school side (arrow pointing north to the intersection with Queen Street)
- Remove "No Parking" signs on the eastern side of High Street opposite the school.

**Earl Street**

- Remove "No Stopping" signs associated with the children's crossing on both sides of the road

In addition to these changes you stated that the morning drop off zone on Earl Street is no longer required and have requested that Earl Street to have unrestricted all day parking – please confirm this as I will need to advise Council of this change by the school.

**Other comment**

At the end of school we observed on Earl Street unaccompanied students crossing the road to vehicles and another young student walking on the road to his home opposite the school. We discussed school pick up/end of day procedures and I requested the school consider holding students on school grounds for parents to collect and escort to vehicles, with student pedestrians grouped and supervised by staff as they cross the road. Attached is a document for use at school, on page 5 it states that up until at least 10 years old children need to be supervised closely and to hold their hand when crossing the road.

The links below provide information and resources on school road safety and other useful contacts.

<http://roadsafety.transport.nsw.gov.au/stayingsafe/schools/index.html>

<http://roadsafety.transport.nsw.gov.au/stayingsafe/schools/roadsafetyeducationprogram.html#specialists>

Once I have your confirmation I will contact council to arrange the changes and will inspect again. Any questions please do not hesitate to contact me.

Cheers

Jenene

Jenene Pout

**5.3 Line marking on Castlereagh Highway new work**

**ACTION:**

1. Crews will be redoing line marking on all new works starting Monday.

**RECOMMENDATION:**

1. Police have noticed that since there is no double line marking on the new works cars are overtaking just before the bridge.

**5.4 Railway Crossing Castlereagh Highway**

**ACTION:**

1. Council and Police to write letter to Rail Authorities stating our issues with the crossing. RMS Letter to be address to the Regional Manager – Phil Standen

**RECOMMENDATION:**

1. Crossing is becoming very dangerous. David Vant mentioned that it has been brought up in RMS and Rail Authority meeting before but there has never been the funding to redo it.

**5.5 Lightning Ridge – School Drop off Zone**

**ACTION:**

1. Jenene and Sylvester to contact school
2. Once it has been brought to the school organise meeting with P&C, RMS, and Police & Council to explain what will happen.

**RECOMMENDATION:**

1. Jenene has investigated the drop off zone at Lightning Ridge. There is a lot of confusion with the signs on the service road and the signs on the kerb.
2. Install kerb and gutter extension and centre refuge, removing second lane. As it is not up to Australian Standards RMS funding would be available.

**5 CLOSE OF MEETING – 11:14am**

**6 CONFIRMATION OF NEXT MEETING – 10:00am, 3<sup>rd</sup> August 2017**

## 8.2 MINUTES OF THE PLANT COMMITTEE MEETING HELD 6 JUNE 2017

### Minutes of the Plant Committee Meeting 6 June 2017

**Recommendation:**

That the minutes of the Plant Committee meeting held 1 June 2017, having been circulated be received and noted and the recommendations contained therein are adopted as resolutions of Council.

**Moved:**

**Seconded:**

**Attachment**

Minutes of Meeting below

**MINUTES OF THE MEETING OF THE WALGETT SHIRE COUNCIL PLANT COMMITTEE  
HELD IN THE WALGETT SHIRE COUNCIL CHAMBERS ON TUESDAY 6<sup>TH</sup> JUNE 2017**

**PRESENT**

Mr Don Ramsland (General Manager)  
Mr Ian Woodcock (Mayor)  
Mr Rob Turnbull (Councillor)  
Mr Michael Taylor (Councillor)  
Mr Sylvester Otieno (Director Engineering and Technical Services)  
Mr Greg Leersen (Fleet Superintendent)  
Ali Colless (Administrative Services)

**Welcome**

The Director Engineering/Technical Services, Sylvester Otieno welcomed everyone to the meeting.

**Apologies**

**2 Apologies**

**Resolved:**

That Apologies received from Cllr Bill Murray be received and leave of absence granted.

**Moved: Rob Turnbull**  
**Seconded: Ian Woodcock**

**CARRIED**

**3 Minutes 10<sup>th</sup> May 2017**

**Resolved:**

That the minutes of the Plan Committee Meeting held 10<sup>th</sup> May 2017, have been circulated and be confirmed as a true and accurate record of that meeting.

**Moved: Rob Turnbull**  
**Seconded: Michael Taylor**

**CARRIED**

**4. Business**

**4.1 Proposed Plant Purchases – 2017/18**

**Recommendation:**

That committee recommend adoption of the proposed 2017-2018 Plant Replacement list having deferred the following:

- Water Cart
- Truck Heavy Tipper to 2018/2019.

| <b>Proposed 2017-2018 Plant Replacement</b> |             |                                    |                                  |
|---------------------------------------------|-------------|------------------------------------|----------------------------------|
| <b>No.</b>                                  | <b>Make</b> | <b>Description</b>                 | <b>Est. Replacement \$ex Gst</b> |
| 845                                         | KOMATSU     | FORKLIFT                           | \$30,000                         |
| 840                                         | BOBCAT      | LOADER, SKID STEER                 | \$80,000                         |
| 763                                         | CATERPILLAR | LOADER, FRONT END                  | \$280,000                        |
| 188                                         | NEW HOLLAND | TRACTOR                            | \$80,000                         |
| 189                                         | NEW HOLLAND | TRACTOR                            | \$80,000                         |
| 792                                         | CATERPILLAR | LOADER, BACKHOE                    | \$150,000                        |
| 5246                                        | ISUZU       | CRANE TRUCK                        | \$250,000                        |
| 1030                                        | SYKES       | PUMP                               | \$20,000                         |
| 5395                                        | ISUZU       | TRUCK, LIGHT TIPPER                | \$65,000                         |
| NEW                                         |             | Water Jetter Unit, Trailer Mounted | \$85,000                         |
| NEW                                         |             | CCTV unit, Pipe Inspection         | \$25,000                         |
| NEW                                         |             | Trailer, Fencing                   | \$8,000                          |
|                                             |             |                                    | <b>\$1,153,000</b>               |

and investigate the following:

- Road Reclaimer
- Spreader Truck Mounted
- Spreader Deck Trailer
- Camping Accommodation
- Gravel Screening Unit

And also investigate the option of purchasing a demonstration street sweeper and the General Manager be delegated authority to negotiate a purchase offer.

**Moved: Rob Turnbull**  
**Seconded: Michael Taylor**

**CARRIED**

## **5. General Business**

The Director of Engineering / Technical Services recommended Council consider the purchase of a Jett Patcher. The Plant Committee were not in favour of this proposal and recommended Council investigate the possibility and associated costs of long-term Contract Hire to manage the current workload.

**Next meeting to be held: 9<sup>th</sup> August 2017 at 2:30pm**

### **Close of Meeting**

**The meeting closed: 3:50pm**

## 9. MAYORAL MINUTES

Report to be tabled

| <b>Mayoral Report</b>                                                                                                               |
|-------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <p>That Council receive and note the Mayoral report.</p> <p><b>Moved:</b></p> <p><b>Seconded:</b></p> |

**10. MOTIONS OF WHICH NOTICE HAS BEEN GIVEN – Nil**

## 11. REPORTS FROM OFFICERS

### 11.1 GENERAL MANAGER

#### 11.1.1 COUNCIL'S DECISION ACTION REPORT

**REPORTING SECTION:** General Manager  
**AUTHOR:** Don Ramsland- General Manager  
**FILE NUMBER:** 17/21

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**Summary:**

This schedule summarises the current position of action taken in respect of matters considered at the previous meetings of Council this year when have not been finalised.

**Background:**

Attached is the Resolution Register which summaries outstanding action in respect of all resolutions as well as any other matters raised at previous Meetings this year which required action and are still outstanding. The exception is for the last meeting where items that have been completed are included. Councillors are reminded that any queries should be raised with the General Manager prior to the meeting.

**Current Position:**

Details of Action taken/being taken are flagged for each motion. Overtime the register has grown in size because, whilst resolutions are always actioned after the meeting, it is not always possible to resolve issues quickly especially if other government agencies are involved or our own in-house resources are stretched. And we have to prioritise work commitments.

In these circumstances the register becomes the simple tool of keeping track of matters awaiting attention.

Again, Councillors are reminded that many of the issues which are finding their way into questions for the next meeting of late are really ones that could more effectively be raised with senior management outside the meeting forum. This would streamline the meeting process and also resolve minor issues more expediently.

**Relevant Reference Documents/Policies:**

Resolution Register

**Governance issues:**

Standard procedure dictates that Council resolutions should be implemented as soon as practicably be achieved.

**Environmental issues:**

Nil

**Stakeholders:**

Council and Manex Team

**Financial Implications:**

Nil

**Alternative Solutions/Options:**

Nil

**Conclusion:**

That the resolutions register be received and noted. It is requested that any queries be raised with the General Manager prior to meeting day facilitate proceedings at the meeting.

**Council's Decision Action Report**

**Recommendation:**

That the Resolution Register for June 2017 be received and noted.

**Moved:**

**Seconded:**

**Attachment:**

Resolution Register

**WALGETT SHIRE COUNCIL AGENDA –29 June 2017 – ORDINARY COUNCIL MEETING**

| <b>Date</b> | <b>Ref</b> | <b>Resolution</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | <b>Department</b>       | <b>Updates</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | <b>Completion date</b> |
|-------------|------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|
| 11.02.14    | 2/2014/39  | <p>1. That the content of the report be noted.</p> <p>2. That the actions of the Acting General Manager to engage Lawyer Piper Alderman under the funding agreement with Bentham IMF Ltd be endorsed.</p> <p>Moved: Clr Woodcock<br/>Seconded: Clr Taylor</p>                                                                                                                                                                                                                                                                                                                                                                                           | Chief Financial Officer | <p>11.03.14 Matter ongoing.</p> <p>15.04.14 Matter ongoing. Awaiting proof of debt from lawyers.</p> <p>20.05.14 Proof of claim lodged with liquidators by lawyers.</p> <p>14.07.14 Proof of claim admitted by liquidators.</p> <p>12.08.14 Awaiting further update.</p> <p>01.12.14 Ongoing.</p> <p>03.02.15 Matter ongoing. Change of lawyer to Squire Patton Boggs.</p> <p>24.03.15 Matter ongoing no further update.</p> <p>28.04.15 Matter ongoing – no further update</p> <p>26.05.15 \$200,000 in draft 2015/16 budget</p> <p>23.06.15 Advice received that payment of interim dividend will be made around mid-July.</p> <p>28.07.15 no further update received</p> <p>18.8.15 payment authority provided</p> <p>14.09.15 Net payment after cost of 10.99c in \$ of admitted claim expected shortly.</p> <p>27.10.15 \$19,974.19 received as initial dividend</p> <p>24.11.15 Matter in progress</p> <p>27.05.16 Deed sent and bank details provided 26/05/2016 for payment.</p> <p>18.4.17 Further payment received</p> <p>27.6.17 In progress</p> |                        |
| 27.05.14    | 8/2014/21  | <p>That the General Manager and Mayor be authorised to negotiate 2-3 year options on suitable land for commercial development in the Walgett CBD and also negotiate in relation to the possible commercial redevelopment of the carpark off Neilly Street, Walgett.</p> <p>Moved: Clr Walford<br/>Seconded: Clr Taylor</p> <p>That the General Manager</p> <p>1. Invite expressions of interest for the development of all or part of the CBD parking area</p> <p>2. Consider submitting a tender price for land adjoining the CBD car park.</p> <p>3. Advise the parties who have forwarded a draft MOU of the course of action Council is taking.</p> | General Manager         | <p>15.09.14 Negotiations continuing.</p> <p>22.10.14 Awaiting draft MOU.</p> <p>1.06.15 MOU being delayed because of ongoing drought conditions</p> <p>18.11.15 Report to November Meeting</p> <p>31.5.16 Report to May Meeting 2016</p> <p>19.07.16 EOI called closing 25 July 2016</p> <p>25.1.16 EOI lodged</p> <p>5.1.17 applicant drafting up detailed proposal for consideration</p> <p>18.4.17 applicant followed up</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                        |
| 10.02.15    | 1/2015/11  | <p>That Council request the General Manager to undertake a comprehensive cost benefit analysis on the provision of primitive camping facilities and the role that they play in the overall tourism strategy for the Shire and also investigate the cost of the electricity supply to the facility.</p> <p>Moved: Clr Greenaway<br/>Seconded: Clr Keir</p>                                                                                                                                                                                                                                                                                               | Chief Financial Officer | <p>10.6.15 referred to DCS to undertaken review</p> <p>28.07.15 project yet to commence</p> <p>18.8.15 information to be available for December Meeting</p> <p>24.11.15 Matter not progressed</p> <p>1.4.16 Report to May meeting</p> <p>27.05.16 DA adopted by Council April 2016</p> <p>20.10.16 CFO to review all facility contribution for 17/18 budget</p> <p>27.6.17 In Progress</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                        |
| 24.03.15    | 2/2015/4   | <p>That Walgett Shire Council write to the minister for Western NSW, The Hon Kevin Humphries MP requesting the following:</p> <p>1. That Crown lands investigate the establishment of a community based trust to manage the Lightning Ridge Crown Reserve.</p> <p>2. That the committee should have representatives from LRMA, GGSMA, WSC and from the community via ministerial and or local member appointments, with</p>                                                                                                                                                                                                                             | General Manager         | <p>20.4.15 Letter to New Minister</p> <p>10.06.15 issue raised with new Minister</p> <p>06.08.15 meeting held with new minister in Sydney</p> <p>18.8.15 Report to August Meeting</p> <p>31.10.15 Trust being established</p> <p>19.07.16 awaiting appointment of industrial chairperson.</p> <p>31.1.17 Crown Lands representatives to address council February council meeting</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                        |

**WALGETT SHIRE COUNCIL AGENDA –29 June 2017 – ORDINARY COUNCIL MEETING**

|          |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                         |                                                                                                                                                                                                                                                                                                                                                 |                                     |
|----------|-----------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------|
|          |           | technical advisors from Crown Lands and NSW Trade and Investment, Division of Resources & Energy.<br>3. That the trust elect internally its own executive and Chair. 4 Seek funding from Minister to prepare a Management Plan for the Reserve and a feasibility study on the acquisition of potential opal bearing lands.<br>Moved: Clr Lane<br>Seconded: Clr Woodcock                                                                                                                                                                                                                             |                                         | 28.2.17 Awaiting Ministerial announcement<br>5.4.17 GM nominate as additional Council delegate                                                                                                                                                                                                                                                  |                                     |
| 24.03.15 | 2/2015/38 | 1.That Council receive and note the report<br>2. That Council endorse the action taken by General Manager to commence the weir raising project<br>3. Resolve the issue of ownership of the weir and approve to raise the weir height.<br>Moved: Clr Greenaway<br>Seconded: Clr Walford                                                                                                                                                                                                                                                                                                              | Director Engineering/Technical Services | Consultant engaged<br>Site investigation is scheduled on 25-26th June 2015<br>Site investigation for, geotech, REF and Heritage and historical items completed.<br>Detail design is progressing.<br>14.09.15 Detail design of weir is progressing.<br>Weir ownership issue was discussed and agreed in principal between Water NSW and Council. |                                     |
| 22.09.15 | 8/2015/33 | Recommendation:<br>1. That the proposal from the Administrator dated 27 August 2015 for the payment of arrears and current rates and charges be accepted.<br>2. That a further report details the actual amount to be written off when the \$15,000 payment has been received.<br>Moved: Clr Cooper<br>Seconded: Clr Keir                                                                                                                                                                                                                                                                           | Chief Financial Officer                 | 27.10.15 Further update report to October meeting<br>24.11.15 Matter proceeding as per arrangements.<br>27.05.16 CFO to report to June 2016 Council meeting.<br>19.7.16 CFO to review arrangement                                                                                                                                               |                                     |
| 24.04.16 | 26/2016/3 | 1.That the content of the report be noted<br>2.That the CFO develop a strategy for the Lightning Ridge Showground and report back to Council with building alternatives, site location, cost estimates for a new kiosk.                                                                                                                                                                                                                                                                                                                                                                             | Chief Financial Officer                 | 27.05.16 Nil<br>20.10.16 Town Planner developing on master plan for facility<br>27.6.17 In progress                                                                                                                                                                                                                                             |                                     |
| 24.04.16 | 28/2016/3 | Resolved:<br>1. Prepare a proposal for the Department of Planning and Environment to rezone from SP3 Tourist to R1 General Residential Lots 2 -9 DP846336 Lightning Ridge.<br>2. Undertake any subsequent community consultation required under the provisions of the Environmental Planning and Assessment Act 1979 and the Environmental Planning and Assessment Regulation 2000.                                                                                                                                                                                                                 | Director Environmental Services         | Public exhibition of the Planning Proposal has been completed. Minor amendments have been made following public submissions, and these are to be considered at the March 2017 meeting.                                                                                                                                                          |                                     |
| 24.04.16 | 29/2016/3 | Resolved:<br>1. Note the 7 submissions for the Draft Walgett Shire Council Rural Residential Land Use Strategy.<br>2. Prepare a planning proposal for the Department of Planning and Environment to rezone toR5 Rural Residential Walgett Candidate Area Two (Lot 42 DP 750291 and Lot 80 DP 750291), and the existing Council owned subdivision in Lightning Ridge (Lots 1-73 DP 838673).<br>3. Undertake any subsequent community consultation required under the provisions of the Environmental Planning and Assessment Act 1979 and the Environmental Planning and Assessment Regulation 2000. | Director Environmental Services         | GHD and Council's Town Planner have prepared a draft Planning Proposal, which is to be reviewed by DOPE April 2017. The finalised proposal cannot be submitted until the housekeeping Planning Proposal is gazetted.                                                                                                                            | This matter is currently in action. |
| 31.05.16 | 4/2016/29 | Resolved:<br>1. Note the letter from George Mulder received 15 April 2016.<br>2. Inspect 6 Windlass Ave, Lightning Ridge (Lot 1, DP 827710) within 21 days to determine what works remain to be completed to comply with the:<br>a) Building Permit 31/94 and the Building Code of Australia in force at that time,<br>b) Environmental Planning and Assessment Act 1979 and associated regulation.<br>Moved: Clr Martinez<br>Seconded: Clr Keir                                                                                                                                                    | Director Environmental Services         | This matter requires further action and enforcement in 2017. Council staff to decide how to proceed and what enforcement action may be required.                                                                                                                                                                                                |                                     |

**WALGETT SHIRE COUNCIL AGENDA –29 June 2017 – ORDINARY COUNCIL MEETING**

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| 28.06.16 | 2/2016/6   | That Council take action to immediately build the case for high priority funding to upgrade and seal the Walgett to Pilliga Road (RR7716) and prepare a submission to Government for additional funding.                                                                                                                                                                                                                                                                                                                                                                                                                | Acting Director<br>Engineering/Technical<br>Services | 20.10.16 Quotes for feasibility Study will be called for at the end of October<br>2.11.16 Quotes have been called for                                                                                                                                                                        |             |
| 28.06.16 | 12/2016/6  | That Council invites expressions of interest from interested parties to join a proposed umbrella group to review the existing Tourism Destination Strategy with a view to expanding the local tourism industry.<br>Moved: Clr Cooper<br>Seconded: Clr Murray                                                                                                                                                                                                                                                                                                                                                            | General Manager                                      | 14.7.16 EOI called<br>31.1.17 fresh EOI's to be invited April/May 2017                                                                                                                                                                                                                       |             |
| 28.06.16 | 23/2016/6  | 1. Note the grant applications and quotes from Diane Kelly.<br>2. Reimburse \$3,900 each for 51, 53 & 55 Fox St Walgett upon completion of proposed works and receipt of paid invoices for same if submitted to Council prior to 31 October 2016.<br>Moved: Clr Keir<br>Seconded: Clr Murray                                                                                                                                                                                                                                                                                                                            | Director of<br>Environmental Services                | Council resolved to refuse the applications February 2017.                                                                                                                                                                                                                                   | Completed,. |
| 26.07.16 | 14/2016/8  | Resolved:<br>That the General Manager's report with regards the Fixing Country Roads Programme:<br>1. Be received and noted.<br>2. That a further report be submitted to the August meeting detailing a revised works programme for 2016/17 together with revised funding arrangements.<br>3. Council adopt the revised tender documentation approach detailed above to cater for the possible introduction of competitive tendering for future grant works.<br>4. Council commence negotiations with staff and relevant unions to address the various issues likely to arise when competitive tendering is introduced. | General Manager                                      | 30.1.17 awaiting calling of EOI's for Round 3 of programme and Councils bid on SR103<br>18.4.17 Councils bid for SR103 on short list for funding                                                                                                                                             |             |
| 26.07.16 | 22/2016/8  | a) That Council receive the Chief Financial Officers report.<br>b) The Chief Financial Officer arrange for valuations of the three (3) properties:<br>46 Euroka Street Walgett<br>32 Namoi Street Walgett<br>45 Pitt Street Walgett;<br>c) Council engage a local auctioneer and proceed to auction all three (3) properties.<br>d) When all properties are sold the Chief Financial Officer shall table a report to Council detailing with stage two of the proposal including acquisition of suitable land and construction of four (4) (two) bedroom units.                                                          | Chief Financial Officer                              | 20.10.16 Awaiting valuator report from local valuer<br>10.02.17 auction process underway<br>18.4.17 45 Pitt & 46 Euroka Street withdrawn from sale as premises required for new staff. Auction 32 Namoi to proceed for June 2017<br>27.6.17 Auction Scheduled for 15 <sup>th</sup> July 2017 | In progress |
| 23.08.16 | 9/2016/18  | 1. Develop a concept Priority Structure Plan for the upgrade / redevelopment of the Lightning Ridge Racecourse and surrounds.<br>2. Undertake community consultation once the plan is complete to gain feedback on proposed upgrades.                                                                                                                                                                                                                                                                                                                                                                                   | Director of<br>Environmental Services                | 2.11.16 Grant for construction of \$1,026,000 multi-purpose sport and recreation building with disabled toilets at the Lightning Ridge Sporting Precinct submitted August 2016.                                                                                                              |             |
| 27.09.16 | 10/2016/32 | That copies of external investigation report prepared by Pendlebury Workplace Law be distributed to Councillors and the General Manager and arrangements made for discussions at a special/next council meeting.                                                                                                                                                                                                                                                                                                                                                                                                        | General Manager                                      | 31.1.17 to be put before meeting to be arranged                                                                                                                                                                                                                                              |             |
| 25.10.16 | 11/2016/18 | 1. That Council receive and note the Collarenebri Cricket Pitch Report.<br>2. Council seek funding for the construction of new cricket pitch suitable for the football field in Collarenebri                                                                                                                                                                                                                                                                                                                                                                                                                            | Chief Financial Officer                              | 2.11.16 Council to consider construction of a turf pitch as a project under drought employment program.<br>27.4.16 In progress                                                                                                                                                               |             |
| 25.10.16 | 11/2016/22 | 1. Note the letter received 15 August 2016 regarding Joint Regional Planning Panel appointments from Rob Stokes, NSW Minister for Planning.<br>2. Note the letter received from Marcus Ray regarding nomination of members to the Western Joint Regional Planning Panel.                                                                                                                                                                                                                                                                                                                                                | Director Environmental<br>Services                   | 2.11.16 Jessica McDonald, Matt Clarkson & Andrew Wilson Nominated. Letter to JRPP to confirm this.                                                                                                                                                                                           | Completed.  |

**WALGETT SHIRE COUNCIL AGENDA –29 June 2017 – ORDINARY COUNCIL MEETING**

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|          |            | 3. Select new nominees for the Western Region Joint Regional Planning panel in line with published guidelines.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                         |                                                                                                                                                                                                                                                                      |           |
| 22.11.16 | 12/2016/4  | Council hold a workshop for Councillors following the appointment of the Director of Engineering / Technical Services to examine the service levels of all Shire Roads.<br>Moved: Clr Murray<br>Seconded: Clr Martinez                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | Director Engineering/Technical Services |                                                                                                                                                                                                                                                                      |           |
| 22.11.16 | 12/2016/11 | Moved Clr Murray and Seconded Clr Cameron<br>1. Receive and note the report by the General Manager in relation to the Letter from the Hon Sarah Mitchell MLC – membership of the Western NSW Mining and Resources Development Taskforce and the Far West Initiative on matters for brief mention, or information only.<br>2. That the General Manager be authorised to engage a suitably qualified consultant to prepare material needed for an application for funding of a new VIC in lightning Ridge and that funds be provided from the tourism reserve .                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | General Manager                         | 31.1.17 EOI's to be invited February 2017<br>28.3.17 Report to April Meeting                                                                                                                                                                                         |           |
| 22.11.16 | 12/2016/24 | 1.Defer the consideration of \$160,000 for the Lightning Ridge CBD Upgrade till the December Meeting 2016 to allow further discussions by Council.<br>2.Allocate the Walgett CBD Upgrade funds balance of \$80,335 to fully fund removal of heavy gauge wire screens and replace them with 'Crim-Safe' mesh, as required.<br>3.Write to Walgett businesses with heavy gauge wire screens and offer to replace them with 'Crim-Safe' mesh.<br>4.Give public notice of allocation of Walgett CBD Upgrade funds to individual businesses for a minimum of 28 days, by:<br>- Advertising the strategy in the Walgett Spectator.<br>- Making the strategy available as a pdf file via Council's web site.<br>5. Allocate the \$157,246 balance of Collarenebri CBD Upgrade funds to paving.<br>Moved: Clr Walford<br>Seconded: Clr Murray                                                                                                                                                                                                                   | Director of Environmental Services      | A detailed report will be presented to the July 2017 meeting outlining a concept plans and all costings                                                                                                                                                              |           |
| 13.12.16 | 13/2016/07 | That Council:<br>1. Reconfirm its commitment to being a standalone Council and seek approval to remain a stand-alone Council with membership in the Orana Joint Organisation when it is formed.<br>2. Continue to work with the Far West Initiative councils to devise, develop and consider alternate model(s) of both governance and service delivery.<br>3. Continue to work with Bourke and Brewarrina Shires to further enhance the Outback Shires Alliance through resource sharing<br>4. Work with both T-Corp and Morrison Low to carry out detailed financial assessment and infrastructure audit.<br>5. Where appropriate seek legal advice from LGNSW and/or legal practitioners with regards the local government reform process.<br>6. Consider conducting a community survey to gauge community support for the stand alone council approach.<br>7. Council formally adopt the draft submission and arrange to meet with the Minister of Local Government to discuss its preferred position to be excluded from the Far West Initiative. | General Manager                         | Council's Submission submitted to OLG 16 December 2017<br>30.01.17 arranging meeting with New minister of LG<br>28.3.17 FWI concept now uncertain to proceed<br>12.4.17 western division meeting at Broken Hill on 4.5.17 to action motions from February conference |           |
| 13.12.16 | 13/2016/16 | 1. Develop a vision for the Walgett Shire Council Waste Management Strategy;<br>2. Prepare an RFQ for a consultant to prepare a waste management strategy for the Walgett Shire Council incorporating a number of models for comparison based on Council's vision.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Director Environmental Service          | Submissions have been assessed and recommendations forwarded to the GM for approval on 2.06.2017 followed by a full weighted assessment of all 11 submissions on 7.06.2017.                                                                                          |           |
| 14.02.17 | 1/2017/15  | (a) That the Chief Financial Officers report be received.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Chief Financial Officer                 | 18.4.17 No acknowledgement of Council request for CFO to be given position on Board.                                                                                                                                                                                 | Completed |

**WALGETT SHIRE COUNCIL AGENDA –29 June 2017 – ORDINARY COUNCIL MEETING**

|          |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                         |                                                                                                                                                                                        |          |
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|          |           | <p>(b) That the Council provide a zero interest loan of \$48,000 to the Lightning Ridge Opal and Fossil Centre Inc for the purpose of completing a procurement plan, project management plan, risk management plan and asset management plan.</p> <p>(c) The loan be repaid over five (5) years as follows; 9th January 2018 - \$10,000, 9th January 2019 - \$10,000, 9th January 2020 - \$10,000, 9th January 2021 - \$10,000, 9th January 2022 - \$8,000.</p> <p>(d) That Walgett Shire Council and the Lightning Ridge Opal and Fossil Centre Inc. entre into a formal loan agreement and the General Manager be authorised to execute the loan agreement and the Council Seal be affixed to the loan document.</p> <p>(e) That a Council officer nominated by the General Manager (Chief Financial Officer) becomes a board member of the Lightning Ridge Opal and Fossil Centre to oversee Council's financial interests.</p> |                                         |                                                                                                                                                                                        |          |
| 14.02.17 | 1/2017/20 | <p>1. That the Chief Financial Officer report be received.</p> <p>2. That Council formally agree to the creation of the Burren Junction Hall 355 Committee</p> <p>3. That Council invite interested organisations to nominate representatives and also call for expressions of interest from people who are interested in being members of that Committee and then select people for the Committee from those expressions of interest</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Chief Financial Officer                 | 18.4.17 Four (4) nominations received as at 13.4.2017. CFO to report to May Council meeting, awaiting additional applications.<br>27.6.17 Members approved at May 2017 Council meeting |          |
| 14.02.17 | 1/2017/24 | <p>1. That the Chief financial Officers report be received.</p> <p>2. That Council transfer \$15,000 from the asset reserve.</p> <p>3. The Chief Financial Officer call for expressions of interest for the construction of the toilet facility at "Len Cran Park" Lightning Ridge.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Chief Financial Officer                 | 18.4.17 March Quarterly Budget Review                                                                                                                                                  | Complete |
| 14.02.17 | 1/2017/25 | <p>1. That the Chief financial Officers report be received.</p> <p>2. That Council transfer the net vote of \$25,000 from the Burren junction Playground to Len Cran Park Lightning Ridge for a shade structure.</p> <p>3. Similar shade structures be investigated for Apex Park, Grey Park and Collarenebri Park</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Chief Financial Officer                 | 18.4.17 March Quarterly Budget Review. Waiting on quotations for shade shelters.                                                                                                       | Complete |
| 14.02.17 | 1/2017/26 | <p>1. That Council engage a structural engineer firm to assess the bore bath and amenities building and provide Council with a full report and scope of works for repair of the bore bath and amenities building</p> <p>2. And the cost associated is charged directly to the bore bath maintenance/operation budget allocation.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Chief Financial Officer                 | 18.4.17 Engineer has completed assessment at bore baths, awaiting report                                                                                                               | Complete |
| 14.02.17 | 1/2017/37 | That because of his experience with local conditions Council accept the tender for the RFT 16/021 Lightning Ridge Airport Upgrade - Fence submitted by Danny Drew for the amount of \$237,000.00 excluding GST subject to further clarification of his approach to the work, estimated completion time and quality of materials to be used and if not acceptable tender be awarded to JSB Fencing and Machinery Hire subject to similar clarifications                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Director Engineering/Technical Services |                                                                                                                                                                                        |          |
| 14.02.17 | 1/2017/38 | That Council accept the higher tender for RFT17/015 from Saunders Electrics in the sum of \$469,430 in accordance with the specifications forming part of the tender document. This acceptance is subject to satisfactory reference, financial checks and clarification of technical issues and product quality and value and if not acceptable tender be awarded to Standard Energy T/A LRE Services also subject to the same clarification and note that the lowest tender lacked required experience.                                                                                                                                                                                                                                                                                                                                                                                                                           | Director Engineering/Technical Services |                                                                                                                                                                                        |          |
| 14.02.17 | 1/2017/39 | That Council accept the slightly higher tender for the RFT 17/017 Grawin Opal Fields Bore- Pump Station & Associated Works submitted by Darling Irrigation for the amount of \$137,108.00 excluding GST subject to a background check as the tender includes a provision for rock excavation.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Director Engineering/Technical Services |                                                                                                                                                                                        |          |

**WALGETT SHIRE COUNCIL AGENDA –29 June 2017 – ORDINARY COUNCIL MEETING**

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| 28.03.17 | 1/2017/11 | Lightning Ridge Easter Festival – Funding Request<br>1. For Council's consideration<br>2. That a contribution of \$2,000 be made available towards the cost of providing portaloos at the 2017 Lightning Ridge Easter Festival<br>3. Council investigate the costs associated with second hand mobile toilets and make provision in the 17/18 budget for the purchase of this asset.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | General Manager                 | 12.4.17 letter sent to festival committee awaiting invoice                                                                                      |  |
| 28.03.17 | 1/2017/13 | That the Mayor and General Manager attend the 2017 National General Assembly of Local Government in Canberra 18-21 June 2017 and expenses be paid.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | General Manager                 | 12.4.17 registration pending                                                                                                                    |  |
| 28.03.17 | 1/2017/18 | Walgett CCTV System and Mobile Trailer – Code of Practice<br>1. Adopt the Code of Practice – CCTV System and Mobile Trailer – in principle and place it on public exhibition for a period of twenty eight (28) and invite submissions from community organisations, local businesses, specific groups and individual members of the public.<br>2. A Memorandum of Understanding in relation to the CCTV System and Mobile Trailer be entered into both by Walgett Shire Council and the NSW Police Force outlining the respective roles of both parties. The Memorandum of Understanding and any variations to it are to be approved by both the Mayor and General Manager.<br>3. During the public exhibition period consult with community organisations, local businesses, specific groups and individual members of the public.<br>4. Monitor the CCTV System and Mobile Trailer and periodically evaluate its effectiveness | General Manager                 | 12.4.17 CCTV policy advertised and submissions invited on Council website                                                                       |  |
| 28.03.17 | 1/2017/19 | Lightning Ridge Improvement and Beautification Section 355 Committee<br>1. That the General Manager's report be received and noted.<br>2. That Council formally agree to the creation of the Lightning Ridge Improvement and Beautification Section 355 Committee.<br>3. That members of the existing Committee executive be nominated for the new Committee and Council also call for expressions of interest from residents who are interested in being members of that Committee and then select additional committee members from those expressions of interest                                                                                                                                                                                                                                                                                                                                                              | General Manager                 | 12.4.17 Meeting of committee to be held may to finalise membership and works programme                                                          |  |
| 28.03.17 | 1/2017/20 | Walgett and Collarenebri Swimming Pool Management<br>That Council invite tenders for the management of the Walgett and Collarenebri Swimming Pools for 3-5 years.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Chief Financial Officer         | 18.4.17 To be progressed May 2017<br>27.6.17 Tenders called, Report to June 17 Council Meeting                                                  |  |
| 28.03.17 | 1/2017/23 | Gordon Pavilion Walgett Showground<br>1. That the Chief financial Officers report be received.<br>2. That Council make a \$10,000 cash contribution towards the Gordon Pavilion project and this be funded from the "Matching government Grants" 16/17 budget allocation.<br>3. Three quotes to be obtained for the works                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Chief Financial Officer         | 18.4.17 In Progress<br>27.6.17 In Progress                                                                                                      |  |
| 28.03.17 | 1/2017/26 | That Walgett Shire Council resolve to amend Planning Proposal PP_2016_WALGE_001 – Housekeeping Amendment to Flood Clause, Heritage Items and Rezoning to:<br>1. Substitute 'dwellings' for 'dwelling houses' in the Land Use Table for RU1 Primary Production.<br>2. Propose an Additional Permitted Use – Information and Education facility (observatory) for Lot 177 DP 1073508                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Director Environmental Services |                                                                                                                                                 |  |
| 28.03.17 | 1/2017/27 | That Council receive and note the information. Council's GIS Officer, DES and Senior Environmental Health Officer to conduct vegetation studies against the new maps as proposed by NSW RFS and any counter proposals to be submitted to the NSW RFS in due course.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Director Environmental Service  | Council is currently working with the NSW RFS in regards to the maps and will provide any feedback as a result of our inspections by July 2017. |  |

**WALGETT SHIRE COUNCIL AGENDA –29 June 2017 – ORDINARY COUNCIL MEETING**

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| 28.03.17 | 1/2017/28 | Lightning Ridge CBD Upgrade<br>That Council review the options and costings of pavers, stencil crete and turf in Morilla Street Lightning Ridge as part of the CBD upgrade program.                                                                                                                                                                                                                                                                                                                                                                                                                           | Director Environmental Service          | New quotes and costings in relation to grass and paving are being sought from a variety of suppliers in accordance with the amended concept plan for the July 2017 meeting. |                 |
| 28.03.17 | 1/2017/34 | Request from Community Members to have Greater Lengths of the Mercadool Road Gravel Sheeted<br>That Council meet with community members from the Mercadool Road to discuss their request for accelerated gravelling of the Road and see what approaches could be taken through selective grading and self-help.                                                                                                                                                                                                                                                                                               | Director Engineering/Technical Services |                                                                                                                                                                             |                 |
| 28.03.17 | 1/2017/37 | 1. That Council accepts the tender for RFT16/001 from Murray Constructions in the sum of \$2,198,306.00 incl GST in accordance with the specifications forming part of the tender document.<br>2. Council Investigate transferring the remainder of the funds to either Goangra or Hollywood bridges based on an economic benefit study.                                                                                                                                                                                                                                                                      | Director Engineering/Technical Services |                                                                                                                                                                             |                 |
| 28.04.17 | 3/2017/5  | Resolved:<br><br>Investigate the feasibility of moving the Visitor Information Centre to Apex Park consulting with rate payers regarding Design and Position. One suggestion by a rate payer was to have a building made in the form of a large Silo. Inside the Silo would showcase information regarding Tourism and an outline of the History & Agricultural progression of the Shire                                                                                                                                                                                                                      | General Manager                         | 23.5.17 to be investigated July 2017                                                                                                                                        |                 |
| 28.04.17 | 3/2017/22 | That Council considers realigning the 35km section of Ridge Road from Shermans Way and Burranbaa Road intersection to Angeldool Road intersection - Option 4 (Realignment across Big Warrambool).<br>That Council consult with affected landholders with regards to Option 4. This option includes a bridge across Big Warrambool and land acquisition. Social, environmental impacts should be assessed before this option is implemented. In addition, geotechnical, hydrologic studies must be conducted for this option. Topographical survey and designs must also be completed prior to implementation. | Director Engineering/Technical Services |                                                                                                                                                                             |                 |
| 28.04.17 | 3/2017/24 | That Council form a small committee to select a suitable consultant to assist with the preparation of a funding application for a new visitor Information centre at Lightning Ridge.                                                                                                                                                                                                                                                                                                                                                                                                                          | General Manager                         | 26.5.17 Meeting being arranged                                                                                                                                              |                 |
| 28.04.17 | 3/2017/25 | That Council using the "Open Tendering" method call Tenders for the restoration of the Colless Grandstand at the Walgett Showground.                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Chief Financial Officer                 | 27.6.17 In Progress – waiting on Engineers Report                                                                                                                           |                 |
| 23.5.17  | 4/2017/18 | That the report regarding the Collarenebri Agency be received<br>That a Business Plan be completed for the Agency options<br>The Agency residence be made available for immediate lease                                                                                                                                                                                                                                                                                                                                                                                                                       | Chief Financial Officer                 | 27.6.17 In Progress – Business plan underway & Lease of agency residence in progress                                                                                        |                 |
| 23.5.17  | 4/2017/19 | That the Disability Inclusion Action Plan 2017-2021 be received<br>That Council place the Walgett Shire Disability Inclusion Action Plan (DIAP) 2017-2021 on public exhibition for a period of 28 days commencing 23 <sup>rd</sup> May 2017                                                                                                                                                                                                                                                                                                                                                                   | Chief Financial Officer                 | 27.6.17 Final plan for Council adoption at 29 June Council Meeting                                                                                                          | Complete        |
| 23.5.17  | 4/2017/22 | Grants from the Walgett Shire Local Heritage Fund<br>Refer to May 2017 meeting minutes                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Director Environmental Services         | Grant monies allocated. Office of Heritage acquittal submitted.                                                                                                             | 2017 Completed. |
| 23.5.17  | 4/2017/23 | Walgett CBD Mesh Façade Removal<br>That Council resolve to amend the 22 November 2016 resolution. "Allocate the Walgett CBD Upgrade funds of \$80,335 to fully fund removal of heavy gauge wire screens and replace them with 'Crim-Safe' mesh, as required" to 'Allocate the Walgett CBD Upgrade funds balance of \$80,335 to fully fund removal of heavy gauge wire screens and replace them with "Crim-Safe' mesh or acrylic/ polycarbonate glass, as required'                                                                                                                                            | Director Environmental Services         | Town Planner to work with business owner to finalise the project and allocate funding monies.                                                                               |                 |

**WALGETT SHIRE COUNCIL AGENDA –29 June 2017 – ORDINARY COUNCIL MEETING**

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| 23.5.17 | 4/2017/29 | <p>Authorise Acquisition by Compulsory Process<br/>           That Council authorise acquisition of the road corridor through Lot 7303 DP1160968 by the compulsory acquisition process<br/>           That Council make an application to the Minister/Governor to the Minister to approve the compulsory acquisition process and to allow the acquisition process to be expedited ahead of the coming 2017 'flood season'</p>                                  | <p>Director<br/>           Engineering/Technical<br/>           Services</p> |                                                                                                                                             |                 |
| 23.5.17 | 4/2017/31 | <p>Local Government Reform – Western Division Group of Council – Strategic Proposal<br/>           That Council support the approach in the Western Division Group of Councils Strategic concept paper and make a four year commitment to the concept and commit to paying a \$9,000 (ex GST) p.a membership fee</p>                                                                                                                                            | <p>General Manager</p>                                                       | <p>23.5.17 Western Division advised</p>                                                                                                     |                 |
| 23.5.17 | 4/2017/32 | <p>Purchase Property From Colless: 20 Pitt Street Walgett<br/>           Refer to May 2017 meeting minutes</p>                                                                                                                                                                                                                                                                                                                                                  | <p>Chief Financial Officer</p>                                               | <p>27.6.17 Final payment due 29.6.17</p>                                                                                                    | <p>Complete</p> |
| 23.5.17 | 4/2017/34 | <p>Lightning Ridge Bore Baths<br/>           1. Council receive the CFO report<br/>           2. Council make provision of \$100,000 in the 2017/18 budget for renewal of the Lightning Ridge Bore Bath between Nov 17 and April 18<br/>           3. Recommendations of the structural assessment be implemented<br/>           4. The General Manager arrange for a design and cost of the bore bath renewal and submit this to Council for consideration</p> | <p>Chief Financial Officer</p>                                               | <p>27.6.17 Quotation for design &amp; construction to be called in coming months. Work to be carried out during November 17 to March 18</p> |                 |

## 11.1.2 LOCAL GOVERNMENT WEEKLY RECEIVED FROM THE LGNSW

**REPORTING SECTION:** General Manager  
**AUTHOR:** Don Ramsland – General Manager  
**FILE NUMBER:** 17/21

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### **Summary:**

Copies of weekly circulars numbers 19-24 received from Local Government NSW since the last Council meeting have been distributed to Councillors. Circulars are emailed to Councillors weekly.

### **Background:**

The following items in each circular have been flagged by the General Manager as requiring particular attention of Councillors:

#### Issue 19

- Item 17: LG Heavy Vehicle Forum – Grafton
- Item 18: Future Transport for Regional Areas
- Item 21: Planning Course for Councillors

#### Issue 20

- Item 9: LGNSW Remuneration Report
- Item 14: Asbestos Management in NSW – Ombudsman Report
- Item 17: Illegal Dumping and litter prevention strategies
- Item 18: regulation of underground petroleum storage system

#### Issue 21

- Item 1: Award Opportunities
- Item 4: 2017 AR Bluett Memorial Award – Entries
- Item 9: Keep NSW Beautiful Litter Congress – Sponsorship offer

#### Issue 22

- Item 6: NSW Government response to pest animal review

#### Issue 23

- Item 4: LG Week awards evening registration – now open
- Item 6: LGNSW Annual conference action report
- Item 11: draft pesticides – open for comment
- Item 12: Exemption from mutual recognition laws for container deposit scheme
- Item 14: Federal government black spot program

#### Issue 24

- Item 4: NSW Budget 17/18 – LGNSW Updated analysis
- Item 6: LGNSW Finance Summit – Registrations now open
- Item 13: regional arts fund application for 2018 – now open
- Item 14: New \$100 Million regional cultural fund
- Item 18: LGNSW Cost shifting survey – closes 30 June 2017
- Item 20: Fixing Country Roads Round three – Applications now open

### **Current Position:**

Senior Management Staff and Councillors need to peruse these circulars and raise any matters of interest with the General Manager prior to the Meeting. Staff also have the task of

following up and lodging applications for grant funding where funding for Council projects may be available, particularly when the notice given of grants available is done at short notice.

**Relevant Reference Documents/Policies:**

Nil

**Governance issues:**

Senior Management Staff and Councillors are requested to regularly review weekly Circulars and keep abreast of Local Government issues occurring at Industry level

**Environmental issues:**

Nil

**Stakeholders:**

Councillors  
Walgett Shire Council staff

**Legal Issues:**

Nil

**Alternative Solutions/Options:**

Not Applicable

**Conclusion:**

Both Senior Management Staff and Councillors need to consider the contents of the various circulars and determine what action, if any, needs to be taken.

**Weekly's received from the Local Government NSW**

**Recommendation:**

That the information contained in the weekly circulars numbers 19-24 from the Local Government NSW be received and noted.

**Moved:**

**Seconded:**

**Attachments:**

Nil

### 11.1.3 CIRCULARS RECEIVED FROM THE NSW OFFICE OF LOCAL GOVERNMENT

**REPORTING SECTION:** General Manager  
**AUTHOR:** Don Ramsland – General Manager  
**FILE NUMBER:** 17/21

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**Summary:**

Copies of circular received Circular No 17-09 to 17-17 from the Local Government Office Department of Premier and Cabinet are attached for Councillors information.

**Background:**

The General Manager has flagged the following circulars as requiring the particular attention of councillors:

27 Jun 2017: 17-17 Councillor Expenses and Facilities Policy – Better Practice Template

26 Jun 2017: 17-16 Transition from Administration to the Integrated Planning and Reporting framework for merged councils

19 Jun 2017: 17-15 Release of Discussion Paper - Review of Companion Animals Regulation 2008

15 Jun 2017: 17-14 Elections for councils affected by merger proposals on 9 September 2017

14 Jun 2017: 17-13 Preparation of non-residential rolls

14 Jun 2017: 17-12 “Electoral matter” and use of council resources prior to local government elections

14 Jun 2017: 17-11 Council decision-making prior to the September 2017 local government elections

07 Jun 2017: 17-10 Final Code of Accounting Practice and Financial Reporting

18 May 2017: 17-09 Information about Rating 2017-18

**Relevant Reference Documents:**

Nil

**Governance Issues:**

All circulars have Governance implications. Where necessary the subject of particular circulars will be raised in following reports.

Copies of the briefing papers/discussion papers have been forwarded to all Councillors under separate cover. Councillors need to consider what the long term impacts may be on Local Government generally and Walgett Shire in particular.

**Environmental issues:**

Nil

**Stakeholders:**

Councillors  
Walgett Shire Council staff

**Financial Implications:**

Obviously some circulars will have a financial impact and where this is the case, Councillors particular attention will be drawn to them.

**Legal Issues:**

Nil

**Alternative Solutions/Options:**

Nil

**Conclusion:**

Council will need to comply with the various requirements set out in the circulars.

**Circulars Received From the NSW Office of Local Government**

**Recommendation:**

That the information contained in the following Departmental circulars No 17-09 – 17- 17 from the Local Government Division Department of Premier and Cabinet be received and noted.

**Moved:**

**Seconded:**

**Attachments:**

Circulars



Office of  
Local Government

Circular to Councils

|                      |                                                |
|----------------------|------------------------------------------------|
| Circular Details     | Circular No 17-09 / 18 May 2017 / A545888      |
| Previous Circular    | 15-14, 14-06, 13-12                            |
| Who should read this | Councillors / General Managers / Council staff |
| Contact              | Performance Team (02) 4428 4100                |
| Action required      | Information / Council to Implement             |

### Information about Rating 2017-18

#### What's new or changing

- The maximum Boarding House Tariffs and maximum interest rate chargeable on overdue rates and charges for 2017-18 has been determined.
- Section 603 Certificate fee for 2017-18 has been determined.
- The statutory limit on the maximum amount of minimum rates for 2017-18 has been determined.

#### What this will mean for your council

- Councils should incorporate these determinations into their 2017-18 rating structures and Operational Plan Statement of Revenue Policies.

#### Key points

##### Boarding House Tariffs 2017-18

- In accordance with section 516 of the *Local Government Act 1993* (the Act), it has been determined that for the purpose of the definition of 'boarding house' and 'lodging house', the maximum tariffs, excluding GST, that a boarding house or lodging house may charge tariff-paying occupants are:
  - a) *Where full board and lodging was provided:*  
 \$372 per week per room for single accommodation; or  
 \$616 per week per room for family or shared accommodation.
  - b) *Where less than full board and lodging is provided:*  
 \$249 per week per room for single accommodation; or  
 \$413 per week per room for family or shared accommodation.

##### Maximum Interest on Overdue Rates and Charges

- In accordance with section 566(3) of the Act, it has been determined that the maximum rate of interest payable on overdue rates and charges for the 2017-18 rating year will be 7.5%.
- The methodology used to calculate the interest rate is the Supreme Court methodology (the Reserve Bank cash rate plus 6%), rounded to the nearest half per cent of the maximum interest rate for the previous year. The cash rate used for the purposes of the maximum interest rate for local government is based on the rate as at 8 February 2017.

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Notice giving effect to these decisions was published in the NSW Government Gazette No 54 of 12 May 2017.

Section 603 Certificate

Under section 603 of the Act, councils may issue a certificate as to the amount (if any) of rates, charges, etc., due or payable to the council for a parcel of land. Section 603(2) states the application must be accompanied by the approved fee. In accordance with the approved methodology, the approved fee for 2017-18 is determined to be \$80.

- This determination applies to the issuing of a certificate for the matters specified in section 603(3) of the Act.
- Where a council offers to provide other information as an optional service, the council is not prevented from separately determining an approved fee for that additional service.
- Furthermore, a council is not prevented from determining approved fees for additional services required by an applicant for the expedited processing of a section 603 Certificate.

Statutory limit on the maximum amount of minimum rates

Following a recommendation by IPART, clause 126 of the *Local Government (General) Regulation 2005* has recently been amended, so as to provide:

- Under section 548(3)(a) of the Act the maximum amount of a minimum ordinary rate to be \$514 for 2017-18 (This increase is the same level as the rate-peg limit of 1.8% for 2016-17);
- Under section 548(3)(b) of the Act the maximum amount of a minimum special rate will remain at \$2.

**Where to go for further information**

- The NSW Legislation website at: [www.legislation.nsw.gov.au](http://www.legislation.nsw.gov.au)



**Tim Hurst**  
Acting Chief Executive



Office of  
Local Government

## Circular to Councils

|                      |                                                                                                  |
|----------------------|--------------------------------------------------------------------------------------------------|
| Circular Details     | Circular No 17-10 / 7 June 2017 / A544492                                                        |
| Previous Circular    | 17-02                                                                                            |
| Who should read this | General Managers / Council Finance staff                                                         |
| Contact              | Laura Love, Policy / 02 4428 4178 / <a href="mailto:code@olg.nsw.gov.au">code@olg.nsw.gov.au</a> |
| Action required      | Council to Implement                                                                             |

### Final Code of Accounting Practice and Financial Reporting (update 25)

#### What's new or changing

- The final Code of Accounting Practice and Financial Reporting (Code) (Update 25) is available for preparing councils' 2016/17 financial statements.
- Relevant council staff should note key changes made to this year's Code.

#### What this will mean for your council

- The Code must be used by councils to prepare their annual financial statements in accordance with the *Local Government Act 1993* and the *Local Government (General) Regulation 2005*.

#### Key points

- Changes highlighted in yellow (and blue in supplement) are new for this year. Commentary in red relates to Office of Local Government (OLG) requirements and commentary in blue relates to the Australian Accounting Standards.
- Key changes in this year's draft Code were highlighted in Circular 17-02.
- Due to the extensive feedback received from the Audit Office, sector and other stakeholders, a significant number of changes have occurred between the draft and the final Code.
- It is recommended that councils carefully review the *Summary of changes to the Code (Update 25)* document in conjunction with the Code available on the OLG website.
- Given the recent announcement about the Fire and Emergency Services Levy (FESL), the Office of Local Government will not be including guidance on the proposed reporting of FESL for the 2017-18 financial statements.

#### Where to go for further information

- The Code (Update 25) and a summary of changes are available at:  
<http://www.olg.nsw.gov.au/strengthening-local-government/supporting-and-advising-councils/accounting-practice>

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Office of  
Local Government

Circular to Councils

Strengthening local government

|                      |                                                                                                           |
|----------------------|-----------------------------------------------------------------------------------------------------------|
| Circular Details     | 17-11 / 14 June 2017 / A547255                                                                            |
| Previous Circular    | 16-18                                                                                                     |
| Who should read this | Councillors / General Managers / All council staff for the 46 councils with elections on 9 September 2017 |
| Contact              | Council Governance Team - 4428 4100 – <a href="mailto:olg@olg.nsw.gov.au">olg@olg.nsw.gov.au</a>          |
| Action required      | Information / Council to Implement                                                                        |

### Council decision-making prior to the September 2017 local government elections

#### What's new or changing

- Clause 393B of the *Local Government (General) Regulation 2005* limits councils' ability to exercise some of their functions in the four weeks preceding the date of a local government election (the caretaker period).

#### What this will mean for your council

- Councils are expected to assume a "caretaker" role during election periods to ensure that major decisions are not made which would limit the actions of an incoming council.
- Councils, the general manager or any other delegate of the council (other than a Joint Regional Planning Panel or the Central Sydney Planning Committee) must not exercise the following functions during the caretaker period:
  - Entering into any contract or undertaking involving an expenditure or receipt by the council of an amount equal to or greater than \$150,000 or 1% of the council's revenue from rates in the preceding financial year (whichever is the larger);
  - Determining a "controversial development application", except where a failure to make such a determination would give rise to a deemed refusal, or such a deemed refusal arose before the commencement of the caretaker period;
  - Appointing or reappointing the council's general manager (except for temporary appointments).
- In certain circumstances, these functions may be exercised with the approval of the Minister.

#### Key points

- "Controversial development application" means a development application under the *Environmental Planning and Assessment Act 1979* for which at least 25 persons have made submissions under section 79(5) of that Act by way of objection.
- The caretaker period for the September 2017 local government elections commences on Friday 11 August 2017 and ends on Saturday 9 September 2017.

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|                      |                                                                                                                            |
|----------------------|----------------------------------------------------------------------------------------------------------------------------|
| Circular Details     | 17-12 / 14 June 2017 / A547255                                                                                             |
| Previous Circular    | 16-20                                                                                                                      |
| Who should read this | Councillors / Administrators / General Managers / All council staff for the 46 councils with elections on 9 September 2017 |
| Contact              | Council Governance Team - 4428 4100 – <a href="mailto:olg@olg.nsw.gov.au">olg@olg.nsw.gov.au</a>                           |
| Action required      | Information / Council to Implement                                                                                         |

**“Electoral matter” and use of council resources prior to local government elections**

**What’s new or changing**

- Council officials (including Administrators) must not use council resources, property (including intellectual property), and facilities for the purposes of assisting their election campaign or the election campaign of others unless the use is lawfully authorised and proper payment is made where appropriate.
- In the 40 days preceding the election, councils (including councils currently under Administration) need to consider whether their publications could amount to an “electoral matter”.

**What this will mean for your council**

- Council officials (including Administrators) must use council resources lawfully, ethically, effectively and carefully keeping in mind the council’s code of conduct and other policies such as the policy on the payment of expenses and the provision of facilities to mayors and councillors.
- “Electoral matter” for the purposes of the *Local Government (General) Regulation 2005* broadly includes any matter that is intended or likely to affect voting in an election. The name, photograph and likeness of a candidate fall within the definition of “electoral matter”.
- Council publications that promote the achievements of the council may also potentially fall within the definition of “electoral matter”.

**Key points**

- Under the Model Code of Conduct, the following **must not** be used for the purpose of assisting anyone’s election campaign:
  - council resources, property or facilities (unless the resources, property or facilities are otherwise available for use or hire by the public and any publicly advertised fee is paid for use of the resources, property or facility); and
  - council letterhead, council crests and other information that could give the appearance it is official council material.
- Breaches of a council’s code of conduct may result in disciplinary action.
- Councils and council officials (including Administrators) should be mindful of the need to maintain community confidence in the integrity of the performance of the council’s functions and activities in the lead-up to

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elections. Councils (including those currently under administration) should be mindful of how the community may perceive any of their activities or actions during this time.

**Where to go for further information**

- For further clarification on “electoral matter”, refer to “Frequently Asked Questions” attached to the Circular.
- For further information, contact the Office’s Council Governance Team on 4428 4100.



**Tim Hurst**  
Acting Chief Executive



|                      |                                                                                                                  |
|----------------------|------------------------------------------------------------------------------------------------------------------|
| Circular Details     | 17-13 / 14 June 2017 / A547255                                                                                   |
| Previous Circular    | 16-19                                                                                                            |
| Who should read this | General Managers and staff dealing with council elections for the 46 councils with elections on 9 September 2017 |
| Contact              | Council Governance Team – 4428 4100 – <a href="mailto:olg@olg.nsw.gov.au">olg@olg.nsw.gov.au</a>                 |
| Action required      | Information / Council to Implement                                                                               |

## Preparation of non-residential rolls

### What's new or changing

- The *Local Government Act 1993* (the Act) requires council general managers to prepare and confirm the rolls of non-resident owners, occupiers and ratepaying lessees of rateable land in the council's area (the non-residential rolls).
- The non-residential rolls are to include the names of the persons who:
  - have applied, at any time, for the inclusion of their name in any such roll; and
  - on the closing date (40 days prior to the election) are, in the opinion of the general manager, qualified for inclusion in that roll.

### What this will mean for your council

- The Act provides that all non-resident owners, occupiers and ratepaying lessees of rateable land in an area are eligible to vote in local government elections.
- In preparing the non-residential rolls, the general manager must:
  - include the names of all persons who have previously applied for enrolment; and
  - check that those persons continue to be eligible to be enrolled.
- Forty days prior to election day, councils' general managers are required to finalise the non-residential rolls:
  - for councils administering their own elections, the general manager is to confirm the non-residential rolls; and
  - for elections administered by the Electoral Commissioner, the Commissioner is to confirm the roll after being certified by the general manager.

### Key points

- Councils need to ensure that everyone eligible to vote in the upcoming local government elections has the opportunity to do so.
- Councils should include relevant information, including eligibility criteria and the process for making a claim for inclusion on the non-residential rolls on their websites.
- Customer services staff must be made aware of this issue in order to assist any person wishing to make a claim for inclusion on the rolls.

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|                      |                                                                                                                             |
|----------------------|-----------------------------------------------------------------------------------------------------------------------------|
| Circular Details     | Circular No 17-14 / 15 June 2017 / A544587                                                                                  |
| Previous Circular    | 16-26 Voting at the Upcoming Council Elections on 10 September 2016<br>16-44 Election Timing and Cycle of Council Elections |
| Who should read this | Councillors / General Managers / All Council Staff for the 46 councils with elections on 9 September 2017                   |
| Contact              | Council Governance Team - 02 4428 4100                                                                                      |
| Action required      | Information                                                                                                                 |

**Elections for councils affected by merger proposals on 9 September 2017**

**What's new or changing**

- On 7 April 2017 the Minister for Local Government, the Hon. Gabrielle Upton MP, issued an order under section 318C(1) of the *Local Government Act 1993* nominating **9 September 2017** as the date on which elections will be held for councils that are the subject of pending and discontinued merger proposals.
- First elections for new councils formed by the 2016 mergers (and for the Hills Shire) are also to be held on **9 September 2017**.
- A complete list of all councils holding elections on 9 September 2017 is attached to this Circular.

**What this will mean for your council**

- All councils identified in the attachment to this Circular should take all necessary steps to prepare for elections on 9 September 2017.
- As was the case with the September 2016 Local Government Elections, the NSW Electoral Commission will be undertaking an information campaign to inform electors about which councils are holding elections on 9 September 2017 and of voting requirements for those elections.
- Importantly, in addition to this, councils holding elections on 9 September 2017 should take their own steps to inform voters in their areas of the requirement to vote. Councils may do so by way of:
  - information placed on the council's website
  - media releases
  - paid advertising
  - mail-outs
  - social media.

**Key points**

- Voting is compulsory for all people enrolled in areas where elections are being held and fines apply for not voting.
- Information on which councils are holding elections on 9 September 2017 is available to the public on a dedicated website established by the NSW Electoral Commission at [www.votensw.info](http://www.votensw.info). This website allows voters to check whether their council is holding an election on 9 September 2017 and their enrolment details.

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Office of  
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## Circular to Councils

|                      |                                                                                         |
|----------------------|-----------------------------------------------------------------------------------------|
| Circular Details     | Circular No 17-15 / 19 June 2017 / A540988                                              |
| Previous Circular    | 08/21                                                                                   |
| Who should read this | General Managers / Environment Protection / Rangers                                     |
| Contact              | Policy Team / 02 4428 4100 / <a href="mailto:olg@olg.nsw.gov.au">olg@olg.nsw.gov.au</a> |
| Action required      | Information / Response to OLG                                                           |

### Release of Discussion Paper - Review of Companion Animals Regulation 2008

#### What's new or changing

- The NSW Government is undertaking a statutory review to remake the *Companion Animals Regulation 2008* (the Regulation) prior to its automatic repeal on 1 September 2018.
- Two separate consultations are being undertaken as part of the review. A Discussion Paper about the Regulation has been released for public comment, marking the start of the review.

#### What this will mean for your council

- Councils are invited to comment on key focus areas in the Discussion Paper.
- The Regulation review will look for opportunities to reduce unnecessary cost and red tape for pet owners and local councils and to build a stronger regulatory framework that promotes responsible pet ownership.
- It is anticipated that a new Regulation will commence from June 2018.

#### Key points

- A Discussion Paper has been released to begin a statutory review of the Regulation.
- The Regulation supports the *Companion Animals Act 1998* by providing key details about how companion animals are identified, registered and managed in each local government area.
- The Regulation is being reviewed to ensure it is effective in promoting responsible pet ownership in NSW.
- Feedback to this Discussion Paper will be taken into account in preparing a draft Regulation which, together with a Regulatory Impact Statement, will be subject to further consultation later this year.
- Submissions are due by close of business on **Wednesday 19 July 2017**.

#### Where to go for further information

- A link to the Discussion Paper and survey can be found on the OLG website at [www.olg.nsw.gov.au](http://www.olg.nsw.gov.au).

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|                      |                                                                                              |
|----------------------|----------------------------------------------------------------------------------------------|
| Circular Details     | Circular No 17-16 / 26 June 2017 / A552870                                                   |
| Previous Circular    | N/A                                                                                          |
| Who should read this | Administrators / General Managers / Integrated Planning & Reporting staff                    |
| Contact              | Development Team / 02 4428 4100 / <a href="mailto:olg@olg.nsw.gov.au">olg@olg.nsw.gov.au</a> |
| Action required      | Council to Implement                                                                         |

### Transition from Administration to the Integrated Planning and Reporting framework for merged councils

#### What's new or changing

- This Circular provides advice to those councils proclaimed in 2016 (see list below) in relation to Integrated Planning and Reporting (IP&R) in the lead-up to their first local government elections on 9 September 2017.
- The 26 councils whose ordinary elections have been deferred by Ministerial order (including those that were proposed to merge but were advised by the Minister for Local Government in February 2017 that the merger will not proceed), should continue to refer to [Circular 16-50](#), as the information it contains still applies.

#### What this will mean for your council

- This Circular applies only to the 20 councils proclaimed in 2016, listed below:
  - Armidale Regional
  - Bayside
  - Canterbury-Bankstown
  - Central Coast
  - City of Parramatta
  - Cumberland
  - Dubbo Regional
  - Edward River
  - Federation
  - Georges River
  - Cootamundra-Gundagai Regional
  - Hilltops
  - Inner West
  - Mid-Coast
  - Murray
  - Murrumbidgee
  - Northern Beaches
  - Queanbeyan-Palerang Regional
  - Snowy Monaro Regional
  - Snowy Valleys

#### Roles and responsibilities

- The Administrator will continue to oversee the implementation period, up until the election of the new council in September 2017.
- Leading up to this time it is critical that the Administrator undertakes the appropriate preparatory work and allocates sufficient resources to ensure the newly elected Council can meet its statutory planning and reporting responsibilities under the Integrated Planning and Reporting framework (IP&R) and successfully complete the transition process. IP&R will be the incoming council's central planning, delivery and accountability system and it is important to ensure the groundwork is prepared.
- Once the election is conducted, the newly elected Council will be responsible for commencing its first cycle of IP&R.

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**Post-election activities**

- These activities are the responsibility of the newly elected Council.
- Council must adopt its suite of IP&R documents (ie: the CSP, Delivery Program, Operational Plan and Resourcing Strategy) by 30 June 2018.
- In doing so, the newly elected Council should take an approach that incorporates the following:
  - Council should review the draft Community Engagement Strategy and adopt the final version by 31 December 2017. The Community Engagement Strategy will guide the community engagement that informs the development of the first CSP.
  - The CSPs of the former councils, as well as any analysis of these plans undertaken during the implementation period, and any documents provided by the Administrator are valid reference documents in the development of the newly elected Council's first CSP and Delivery Program.
  - Outstanding activities of the newly elected Council's implementation plan should also be considered in the development of the Delivery Program.
  - The 2017/18 budget will remain in place until 30 June 2018 to guide council activities during that period, alongside the Operational Plan and implementation plan. The budget will also serve as an important reference document to inform the development of the newly elected Council's first Long-Term Financial Plan, and the broader Resourcing Strategy.

**Where to go for further information**

- Further information can be provided by contacting your Implementation Liaison Manager or from the OLG Development Team, which can be contacted on 02 4428 4100 or by email at [ipr@olg.nsw.gov.au](mailto:ipr@olg.nsw.gov.au)
- More information about the IP&R framework can be found on OLG's website: <http://www.olg.nsw.gov.au/councils/integrated-planning-and-reporting>



**Tim Hurst**  
Acting Chief Executive



Office of  
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Circular to Councils

|                      |                                                    |
|----------------------|----------------------------------------------------|
| Circular Details     | 17-17 / 27 June 2017 / A548300                     |
| Previous Circular    | N/A                                                |
| Who should read this | Councillors / General Managers / Governance Staff  |
| Contact              | Council Governance Team / 02 4428 4100             |
| Action required      | Information                                        |
| Attachment           | Councillor Expenses and Facilities Policy Template |

### Councillor Expenses and Facilities Policy – Better Practice Template

#### What's new or changing

- A better practice Councillor Expenses and Facilities Policy template (the Policy template) has been developed and is being made available for use by all councils.

#### What this will mean for your council

- The Policy template is provided as a suggested format for councils.
- The Policy template has been prepared to be consistent with the *Local Government Act 1993* (the Act) and *Local Government (General) Regulation 2005* (the Regulation) and the Office of Local Government's (OLG) *Guidelines for the payment of expenses and provision of facilities for mayors and councillors in NSW* (the Guidelines).
- If there are any inconsistencies, the Act, Regulations and Guidelines take precedence.

#### Key points

- The Policy template has been designed to be amended to suit local needs and circumstances. It is recognised that the provisions in the Policy template will not all be appropriate for every council.
- Areas where councils will need to incorporate specific direction are highlighted in yellow and indicated in [square brackets]. The note to users and all highlighted sections should be deleted during preparation of the draft policy.
- Councils using the Policy template will need to include maximum expenditure limits for specific expenses and facilities. Councils should tailor these limits to their own context and community expectations. Councils may wish to benchmark against similar councils to determine these limits.
- Under section 252 of the Act, councillor expenses and facilities policies must be adopted within 12 months of the commencement of the new council term.
- Once exhibited and adopted, the policy must be made publicly available on the council website.
- Copies of the policy are no longer required to be provided to OLG.

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### 11.1.4 MONTHLY CALENDAR MAY-JULY 2017

**REPORTING SECTION:** General Manager  
**AUTHOR:** Don Ramsland– General Manager  
**FILE NUMBER:** 17/21

---

**Summary:**

Monthly calendar of Council activities.

**Discussion (including issues and background):**

It was resolved at the 28 September 2010 Ordinary meeting of Council to produce a monthly in-house calendar as a central focus point to allow Councillors and senior management staff to plan their activities and spread their work load having regard to upcoming commitments. It also avoids situations where some Councillors missed meetings or are not aware of when they have been scheduled. In addition, outside organisations have been requested to send meeting notice and minutes direct to Council’s various representatives. Where notification is received meeting dates will be listed on the strategic tasks, events and meetings calendar and the representative(s) names flagged.

**Current Position:**

The calendar is attached. Councillors are requested to raise any queries prior to the meeting.

**Relevant Reference Documents/Policies:**

Nil

**Governance issues:**

Good governance centres in part on good communication and forward planning. Councillors are requested to advise the General Manager’s Executive Assistant of any coming community or councillor function so as to avoid any clashes of commitments.

**Environmental issues:**

Not applicable

**Stakeholders:**

Councillors  
Walgett Shire Council staff

**Alternative Solutions/Options:**

Not applicable

**Conclusion:**

Provided there are no changes it is appropriate to receive and note the information.

| Monthly Calendar June- August 2017                                                                                                                                      |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <p>That Council receive and note the regular monthly calendar for the period May-July 2017.</p> <p><b>Moved:</b><br/><b>Seconded:</b></p> |

**WALGETT SHIRE COUNCIL AGENDA –29 June 2017 – ORDINARY COUNCIL MEETING**

| <b>Jun-17</b> |          |             |                                      |                               |
|---------------|----------|-------------|--------------------------------------|-------------------------------|
| <b>Date</b>   |          | <b>Time</b> | <b>What</b>                          | <b>Who</b>                    |
| Thursday      | 01-06-17 |             | CW REMC - Dubbo                      | GM                            |
| Friday        | 02-06-17 |             | OROC Meeting Mudgee                  | GM and Mayor                  |
| Saturday      | 03-06-17 |             |                                      |                               |
| Sunday        | 04-06-17 |             |                                      |                               |
| Monday        | 05-06-17 |             |                                      |                               |
| Tuesday       | 06-06-17 |             |                                      |                               |
| Wednesday     | 07-06-17 |             |                                      |                               |
| Thursday      | 08-06-17 |             |                                      |                               |
| Friday        | 09-06-17 |             |                                      |                               |
| Saturday      | 10-06-17 |             |                                      |                               |
| Sunday        | 11-06-17 |             |                                      |                               |
| Monday        | 12-06-17 |             |                                      |                               |
| Tuesday       | 13-06-17 |             |                                      |                               |
| Wednesday     | 14-06-17 |             | CMCC Budget Presentation - Coonamble | GM                            |
| Thursday      | 15-06-17 |             |                                      |                               |
| Friday        | 16-06-17 | 5:00pm      | Budget Submission Close              |                               |
| Saturday      | 17-06-17 |             |                                      |                               |
| Sunday        | 18-06-17 |             | National General Assembly            | GM and Mayor                  |
| Monday        | 19-06-17 |             | National General Assembly            | GM and Mayor                  |
| Tuesday       | 20-06-17 |             | National General Assembly            | GM and Mayor                  |
| Wednesday     | 21-06-17 |             | National General Assembly            | GM and Mayor                  |
| Thursday      | 22-06-17 |             |                                      |                               |
| Friday        | 23-06-17 |             |                                      |                               |
| Saturday      | 24-06-17 |             |                                      |                               |
| Sunday        | 25-06-17 |             |                                      |                               |
| Monday        | 26-06-17 |             | CMCC Budget Presentation - Gilgandra | GM                            |
| Tuesday       | 27-06-17 | 10:00am     | Council Meeting - Walgett            | All Directors and Councillors |
| Wednesday     | 28-06-17 |             |                                      |                               |
| Thursday      | 29-06-17 |             |                                      |                               |
| Friday        | 30-06-17 |             |                                      |                               |

**WALGETT SHIRE COUNCIL AGENDA –29 June 2017 – ORDINARY COUNCIL MEETING**

| <b>Jul-17</b> |             |             |                          |                               |
|---------------|-------------|-------------|--------------------------|-------------------------------|
| <b>Date</b>   | <b>Time</b> | <b>What</b> | <b>Who</b>               |                               |
| Saturday      | 01-07-17    |             |                          |                               |
| Sunday        | 02-07-17    |             |                          |                               |
| Monday        | 03-07-17    |             |                          |                               |
| Tuesday       | 04-07-17    |             |                          |                               |
| Wednesday     | 05-07-17    |             |                          |                               |
| Thursday      | 06-07-17    |             |                          |                               |
| Friday        | 07-07-17    |             |                          |                               |
| Saturday      | 08-07-17    |             |                          |                               |
| Sunday        | 09-07-17    |             |                          |                               |
| Monday        | 10-07-17    |             |                          |                               |
| Tuesday       | 11-07-17    |             |                          |                               |
| Wednesday     | 12-07-17    |             | CMCC Meeting (Tentative) |                               |
| Thursday      | 13-07-17    |             | John Unwin - Last Day    |                               |
| Friday        | 14-07-17    |             |                          |                               |
| Saturday      | 15-07-17    |             |                          |                               |
| Sunday        | 16-07-17    |             |                          |                               |
| Monday        | 17-07-17    |             |                          |                               |
| Tuesday       | 18-07-17    |             |                          |                               |
| Wednesday     | 19-07-17    |             |                          |                               |
| Thursday      | 20-07-17    |             |                          |                               |
| Friday        | 21-07-17    |             |                          |                               |
| Saturday      | 22-07-17    |             |                          |                               |
| Sunday        | 23-07-17    |             |                          |                               |
| Monday        | 24-07-17    |             |                          |                               |
| Tuesday       | 25-07-17    |             | Council Meeting - Rowena | All Directors and Councillors |
| Wednesday     | 26-07-17    |             |                          |                               |
| Thursday      | 27-07-17    |             |                          |                               |
| Friday        | 28-07-17    |             |                          |                               |
| Saturday      | 29-07-17    |             |                          |                               |
| Sunday        | 30-07-17    |             |                          |                               |
| Monday        | 31-07-17    |             |                          |                               |

**WALGETT SHIRE COUNCIL AGENDA –29 June 2017 – ORDINARY COUNCIL MEETING**

| <b>Aug-17</b> |          |             |                 |                               |
|---------------|----------|-------------|-----------------|-------------------------------|
| <b>Date</b>   |          | <b>Time</b> | <b>What</b>     | <b>Who</b>                    |
| Tuesday       | 01-08-17 |             |                 |                               |
| Wednesday     | 02-08-17 |             |                 |                               |
| Thursday      | 03-08-17 |             |                 |                               |
| Friday        | 04-08-17 |             |                 |                               |
| Saturday      | 05-08-17 |             |                 |                               |
| Sunday        | 06-08-17 |             |                 |                               |
| Monday        | 07-08-17 |             |                 |                               |
| Tuesday       | 08-08-17 |             |                 |                               |
| Wednesday     | 09-08-17 |             |                 |                               |
| Thursday      | 10-08-17 |             |                 |                               |
| Friday        | 11-08-17 |             |                 |                               |
| Saturday      | 12-08-17 |             |                 |                               |
| Sunday        | 13-08-17 |             |                 |                               |
| Monday        | 14-08-17 |             |                 |                               |
| Tuesday       | 15-08-17 |             |                 |                               |
| Wednesday     | 16-08-17 |             |                 |                               |
| Thursday      | 17-08-17 |             |                 |                               |
| Friday        | 18-08-17 |             |                 |                               |
| Saturday      | 19-08-17 |             |                 |                               |
| Sunday        | 20-08-17 |             |                 |                               |
| Monday        | 21-08-17 |             |                 |                               |
| Tuesday       | 22-08-17 | 10:00am     | Council Meeting | All Directors and Councillors |
| Wednesday     | 23-08-17 |             |                 |                               |
| Thursday      | 24-08-17 |             |                 |                               |
| Friday        | 25-08-17 | 10:00am     | BROC Meeting    | GM and Mayor                  |
| Saturday      | 26-08-17 |             |                 |                               |
| Sunday        | 27-08-17 |             |                 |                               |
| Monday        | 28-08-17 |             |                 |                               |
| Tuesday       | 29-08-17 |             |                 |                               |
| Wednesday     | 30-08-17 |             |                 |                               |
| Thursday      | 31-08-17 |             |                 |                               |

### 11.1.5 FEES FOR MAYOR AND COUNCILLORS 2017/2018

**REPORTING SECTION:** Executive - Governance  
**AUTHOR:** Don Ramsland – General Manager  
**FILE NUMBER:** 00/00/00

---

**Summary:**

Pursuant to Section 241 of the Local Government Act 1993, the Local Government Remuneration Tribunal determines the categories for Councils and the maximum and minimum fees to be paid during the forthcoming Financial Year to Mayors and Councillors within each category. The Tribunal released its determinations for the 2017/18 Financial Year on the 12 April 2017.

**Discussion (including issues and background):**

Attached is the page from the Tribunal determination which contains the Categories into which Councils and County Councils have been placed along with the range of fees that may be paid to Mayors and Councillors.

Vide Minute 09/2011/12 Council adopted as Policy that from 2011/2012 Councillor fees in future be set at the maximum level set by the Local Government Remuneration Tribunal annually subject to 25% of the Mayoral fee being allocated to the Councillor who occupies the position of Deputy Mayor.

Walgett Shire Council is categorised as Rural. It is considered appropriate that the maximum Councillor fee be adopted and that the additional fee to be applied to the position of Mayor also be the maximum permitted. It is recommended that 25% of the Mayor's fee be allocated to the Councillor occupying the position of Deputy Mayor. Note that the fee for the Deputy Mayor must be allocated from the Mayoral fee.

**Relevant Reference Documents:**

Local Government Act 1993  
2016 Report and Determinations of the Local Government Remuneration Tribunal

**Stakeholders:**

Councillors and Citizens

**Financial Implications:**

Provision for the fees has been made in the Draft Budget 2017/18.

| <b>Fees for Mayor and Councillors 2016/2017</b>                                                                                                                                                                                                                                                                                     |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <ol style="list-style-type: none"><li>1. The Councillor fee for 2017/18 be \$11,570</li><li>2. The Mayoral fee for 2017/18 be \$25,250</li><li>3. 25% of the Mayoral fee be allocated to the Councillor who occupies the position of Deputy Mayor</li></ol> <p><b>Moved:</b><br/><b>Seconded:</b></p> |

**Attachments:**

Determination pursuant to section 241 of Fees for Councillors and Mayors – *Category - Rural*

**Local Government Remuneration Tribunal**

**Determination No. 2- Determination Pursuant to Section 241 of Fees for Councillors and Mayors**

Pursuant to s.241 of the *Local Government Act 1993*, the annual fees to be paid in each of the categories to Councillors, Mayors, Members and Chairpersons of County Councils effective on and from 1 July 2017 are determined as follows:

**Table 4: Fees for General Purpose and County Councils**

| Category                                    |                         | Councillor/Member Annual Fee |         | Mayor/Chairperson Additional Fee* |         |
|---------------------------------------------|-------------------------|------------------------------|---------|-----------------------------------|---------|
|                                             |                         | Minimum                      | Maximum | Minimum                           | Maximum |
| General Purpose Councils – Metropolitan     | Principal CBD           | 26,310                       | 38,580  | 160,960                           | 211,790 |
|                                             | Major CBD               | 17,540                       | 32,500  | 37,270                            | 105,000 |
|                                             | Metropolitan Large      | 17,540                       | 28,950  | 37,270                            | 84,330  |
|                                             | Metropolitan Medium     | 13,150                       | 24,550  | 27,940                            | 65,230  |
|                                             | Metropolitan Small      | 8,750                        | 19,310  | 18,630                            | 42,120  |
| General Purpose Councils – Non-metropolitan | Regional City           | 17,540                       | 30,500  | 37,270                            | 95,000  |
|                                             | Regional Strategic Area | 17,540                       | 28,950  | 37,270                            | 84,330  |
|                                             | Regional Rural          | 8,750                        | 19,310  | 18,630                            | 42,120  |
|                                             | Rural                   | 8,750                        | 11,570  | 9,310                             | 25,250  |
| County Councils                             | Water                   | 1,740                        | 9,650   | 3,730                             | 15,850  |
|                                             | Other                   | 1,740                        | 5,770   | 3,730                             | 10,530  |

\*This fee must be paid in addition to the fee paid to the Mayor/Chairperson as a Councillor/Member (s.249(2)).

The Local Government Remuneration Tribunal

*Signed*

Dr Robert Lang

Dated: 12 April 2017

## 11.1.6 DELEGATION OF AUTHORITY BY COUNCIL – GENERAL MANAGER

**REPORTING SECTION:** General Manager  
**AUTHOR:** Don Ramsland  
**FILE NUMBER:** 00/00/00

---

**Summary:**

This report recommends that Council confirms the delegation of the General Manager, Mr Don Ramsland all powers and duties necessary to carry out the functions of that office under Section 335 of the Local Government Act effective from 29 June 2017.

**Discussion (including issues and background):**

Mr Ramsland commenced as General Manager on 2 August 2010.

Under Section 377 of the Local Government Act 1993 Council may delegate appropriate power, duties and functions to the General Manager.

The functions of General Manager relevant to the operations of Council are as per Section 335 of the Local Government Act 1993.

Council must renew the delegations to the General Manager within 12 months of each general election of Council.

**Relevant Reference Documents:**

Local Government Act 1993

**Stakeholders:**

Walgett Shire Council  
Mr Don Ramsland

**Financial Implications:**

Nil

| Delegation of Authority by Council                                                                                                                                                                                                                                                                                                                                                                                                                            |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <p>That Council confirm the delegations to Don Ramsland as General Manager of all powers and duties necessary to carry out the functions of that office under Section 335 of the Local Government Act 1993 and any other Act of Parliament or any rule, regulation, ordinance or by-law under or pursuant to any such Act but subject to Section 377 of the Local Government Act.</p> <p><b>Moved:</b><br/><b>Seconded:</b></p> |

**Attachments:**

Nil

## 11.1.7 REGIONAL ROAD 7716 –FEASIBILITY STUDY OUTCOMES

**REPORTING SECTION:** General Manager  
**AUTHOR:** Don Ramsland – General Manager  
**FILE NUMBER:** 000/00/00

---

**Summary:**

To advise Council on progress made to date with regards the feasibility study prepared in respect of the upgrading of Regional Road 7716 – Come-By-Chance Road – Walgett to Pilliga.

**Background:**

In 2016, following a presentation by Mr Ben Hawkes on behalf of the resident of Regional Road 7716 (Come-By-Chance Road – Walgett to Pilliga) Council resolved as follows:

**2/2016/7 Walgett to Pilliga – RR7716**

**Resolved:**

That Council take action to immediately build the case for high priority funding to upgrade and seal the Walgett to Pilliga Road (RR7716) and prepare a submission to Government for additional funding.

**Moved:** Clr Keir  
**Seconded:** Clr Greenaway  
**CARRIED**

**Current Position:**

Subsequently Council commissioned Peece Pty Ltd to prepare a feasibility study to identify the benefits or otherwise of the proposal to upgrade the Come-By-Chance Road between Walgett and Pilliga.

The Study has now be completed and a copy has now been circulated under separate cover.

The main findings of the study are as follows:

The feasibility assessment shows that there are significant benefits from sealing the Come by Chance Road between Walgett and Pilliga. The benefits arise from improved and more reliable access to and within the region, including:

- Improved efficiencies in farm productivity due to more reliable movement of agricultural products and livestock
- Improved road safety for locals and visitors
- Improved schooling for those children relying on access to Walgett
- More reliable delivery of essential services in Walgett and elsewhere by workers living on farms being able to present for work following wet weather
- Potential for increased tourist activity at Pilliga, Come by Chance and Walgett

The study identified \$13.09 million worth of work required to bring the road to a sealed standard.

The feasibility assessment explored the various funding sources and proposed a funding arrangement involving the three levels of government and the private sector. The following conclusion can be drawn for the feasibility assessment:

- The upgrading costs were significant but not excessive
- The transport economic benefits justified the capital costs
- The proposal has the support of Council who is prepared to allocate a significant amount of funding from its own sources
- The proposal has the strong support of the local community who rely on the route for their farming activities and for access to services in Walgett and who are prepared to contribute to funding the project
- The work can be funded from existing Commonwealth and State Governments funding sources

**Relevant Reference Documents:**

Feasibility Study – Upgrading of Come-By- Chance Road between Walgett and Pilliga

**Stakeholders:**

Walgett Shire Council

Residents of the Come-By- Chance Road between Walgett and Pilliga

**Governance Issues:**

The feasibility study has been prepared to identify the benefits or otherwise of the proposal to upgrade the Come-By-Chance Road between Walgett and Pilliga.

**Environmental Issues:**

None identified at this time

**Financial Implications:**

Various approaches to funding have been canvassed in the study

**Legal Issues:**

None identified at this time

**Alternatives/Options:**

Do nothing.

**Conclusion:**

Council consider the recommendations from the report written by Peece consulting.

**Regional Road 7716 – Feasibility Study Outcomes**

**Recommendation:**

That Council submit an application for funding in the next rounds of the Fixing Country Roads and Heavy Vehicle Safety and Productivity Programmes for the upgrade the Come-By-Chance Road between Walgett and Pilliga.

**Moved:**

**Seconded:**

**Attachments:**

Peece Pty Ltd Feasibility Study to upgrade the Come-By-Chance Road between Walgett and Pilliga has been distributed under separate cover.

## 11.1.8 DRAFT WALGETT SHIRE TOURISM PLAN 2017-2021 AND PROPOSED SECTION 355 COMMITTEE

**REPORTING SECTION:** General Manager  
**AUTHOR:** Don Ramsland – General Manager  
**FILE NUMBER:** 00/00/00

---

### **Summary:**

To adopt the draft Walgett Shire Tourism Plan 2017 -2021 in principal and seek community comment, and also establish a local Strategic Tourism Committee

### **Background:**

As part of Council's Ten Year Community Strategic Plan one of the goals/objectives is to Promote tourism throughout the Shire.

### **Current Position:**

The attached draft Walgett Shire Tourism Plan 2017 – 2021 has been prepared with these goals/objectives in mind.

Underlying these goals/objectives is the need to establish a strategic committee drawn from local tourism interests to drive this process. Recent invitations to local community members has had only limited success and it is now proposed to approach identified local residents to join the inaugural committee.

### **Relevant Reference Documents:**

Draft Walgett Shire Tourism Plan 2017 – 2021

### **Stakeholders:**

Walgett Shire Council  
Community representatives

### **Governance issues:**

It is proposed that the committee be established as a Section 355 Committee under the provisions of the Local Government Act to give committee members an appropriate legal standing.

### **Environmental issues:**

None identified at this stage

### **Financial Implications:**

It is believed the propose Committee's activities would be funded from existing Council allocations

### **Legal Issues:**

The requirements of the Local Government Act and Regulations would apply

### **Alternative Solutions/Options:**

Do nothing

### **Conclusion:**

As Council's long term strategic goals and objectives are currently be reviewed it is timely to adopt the proposed plan and establish the proposed Section 355 Committee

**Draft Walgett Shire Tourism Plan 2017 – 2021 and Section 355 Committee**

**Recommendation:**

That as Council's long term strategic goals and objectives are currently be reviewed it is timely to adopt the draft Walgett Shire Tourism Plan 2017 – 2021 and establish the proposed Walgett Shire Section 355 Tourism Committee

**Moved:**

**Seconded:**

**Attachments:**

Draft Walgett Shire Tourism Plan 2017 – 2021 to be tabled.

## 11.1.9 DRAFT WALGETT SHIRE ECONOMIC DEVELOPMENT PLAN 2017-2021 AND PROPOSED SECTION 355 COMMITTEE

**REPORTING SECTION:** General Manager  
**AUTHOR:** Don Ramsland – General Manager  
**FILE NUMBER:** 00/00/00

---

### **Summary:**

To adopt the draft Walgett Shire Economic Development Plan 2017 -2021 in principal and seek community comment, and also establish a local Strategic Economic Development Committee

### **Background:**

As part of Council's Ten Year Community Strategic Plan one of the goals/objectives is to Promote tourism throughout the Shire.

### **Current Position:**

The attached draft Walgett Shire Economic Development Plan 2017 – 2021 has been prepared with these goals/objectives in mind.

Underlying these goals/objectives is the need to establish a strategic committee drawn from local tourism interests to drive this process. Recent invitations to local community members has had only limited success and it is now proposed to approach identified local residents to join the inaugural committee.

### **Relevant Reference Documents:**

Draft Walgett Shire Economic Development Plan 2017 – 2021

### **Stakeholders:**

Walgett Shire Council  
Community representatives

### **Governance issues:**

It is proposed that the committee be established as a Section 355 Committee under the provisions of the Local Government Act to give committee members an appropriate legal standing.

### **Environmental issues:**

None identified at this stage

### **Financial Implications:**

It is believed the propose Committee's activities would be funded from existing Council allocations

### **Legal Issues:**

The requirements of the Local Government Act and Regulations would apply

### **Alternative Solutions/Options:**

Do nothing

### **Conclusion:**

As Council's long term strategic goals and objectives are currently be reviewed it is timely to adopt the proposed plan and establish the proposed Section 355 Committee

**Draft Walgett Shire Economic Development Plan 2017 – 2021 and Section 355 Committee**

**Recommendation:**

That as Council's long term strategic goals and objectives are currently be reviewed it is timely to adopt the draft Walgett Shire Economic Development Plan 2017 – 2021 and establish the proposed Walgett Shire Section 355 Tourism Committee.

**Moved:**

**Seconded:**

**Attachments:**

Draft Walgett Shire Economic Development Plan 2017 – 2021 to be tabled.

### 11.1.10 ECONOMIC DEVELOPMENT INCENTIVE PACKAGE

**REPORTING SECTION:** General Manager  
**AUTHOR:** Don Ramsland – General Manager  
**FILE NUMBER:** 00/00/00

---

**Summary:**

To consider a package of incentives to attract to or enhance existing commercial development within Walgett Shire

**Background:**

For many years Council has been unable to attract major commercial development to the Shire, nor has it been able to encourage existing commercial operations to expand their operations.

**Current Position:**

In the last two years Council has been endeavoring to adopt a “user friendly” approach to all development including commercial development. However, potential developers appear to be turned off developing within Walgett Shire because of the intensive regulatory approach adopted by Council’s environmental division.

A request that Council’s Economic Development Officer be included in all planning and building discussions between potential developers and Council’s environment staff is frequently ignored.

One answer to this is to provide a package of economic development incentives that will attract potential developers and an important part of this approach would be the breaking of the existing development cycle by including an opportunity for potential developers to run their proposals past an independent planning consultant/financial planner at Council’s cost.

**Relevant Reference Documents:**

Draft list of development incentives

**Stakeholders:**

Walgett Shire Council  
Potential developers

**Governance issues:**

Council need to ensure that sound governance procedures are in place with any use of external providers of consulting services

**Environmental issues:**

The aim is to encourage commercial development while removing past impediments, either actual or perceived, in attracting commercial development to our Shire.

**Financial Implications:**

Detailed costs have not yet been identified and would vary from case to case. However, it is anticipated that Council would need to be prepared to meet an upfront planning consultant fee of approximately \$500 with each development referred.

**Legal Issues:**

Not identified at this time

**Alternative Solutions/Options:**

Do nothing and allow present system to remain in place.

**Conclusion:**

That Council consider adopting the attached package of economic development incentives.

**Report on Economic Development Incentive Package**

**Resolved:**

That Council consider adopting the attached package of economic development incentives

**Moved:**

**Seconded:**

**Attachments:**

Economic Development Incentive Package

**Economic Development Incentive Package**

**Summary**

The attached incentive package is intended to provide a range of incentives and concessions for significant development located within the Walgett Shire:

**1. Development Facilitation:**

It is recognised that the process of obtaining development approvals for significant projects can be complex. As such, Council is committed to facilitating development that meets the requirements of current legislation.

Council's facilitation includes:

- Access to Council officers, or an approved external planning/building consultant at Council cost, to provide advice on preparing development application and applicability and incentives available.
- Free of charge pre-lodgement meetings with relevant Council officers or an approved external consultant at council cost.
- Assistance with identifying and facilitating contact with relevant State and Federal Agencies with a view to facilitating the proposed development.
- Providing access to appropriately qualified financial planners

**2. Refunding of Development Application Fees**

Any development application fees associated with development approved in line with this incentive package that have been paid to Council will be refunded on completion of the development.

**3. Section 94 Concessions**

Council will give consideration to the granting of appropriate concessions for significant projects that will enhance the economic viability of the Shire

**4. Service and Connection Fees**

Council water meter and other service connection fees associated with developments approved in line with this package will be refunded on completion of the development

**5. Online Support**

Council will provide online support by providing computer links on Council's web page.

**6. Employee Subsidies**

Council will consider providing an employee subsidy where employees remain employed three years after business commences.

**7. Building Protection/Beautification**

Council will give consideration to the granting of appropriate concessions for where work needs to be undertaken that will enhance the protection of buildings or improvement of external façade.

## 11.1.11 ECONOMIC DEVELOPMENT - MATTERS FOR INFORMATION ONLY

**REPORTING SECTION:** Executive  
**AUTHOR:** Peta Schiller – Economic Development Officer  
**FILE NUMBER:** 00/00/00

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### **2017 Walgett Bulldust to Bitumen Festival**

The events just keep rolling in for the 2017 Walgett Bulldust to Bitumen Festival which will be held from August 5 – 12. Festival Coordinator, Peta Schiller states that the Committee are very organised and a total of 29 events have been confirmed to date. In previous years the Festival has focused on the Arts but now offers an array of classes, competitions, events, exhibitions and workshops for people of all ages and backgrounds.

2017 will see the return of the Big Day Out Street Party, Books Bubs and Toddlers, Community College Ag Farm Tour, CWA High Tea, Dinner under the Stars, Ladies Night (Booked Out), Move and Groove Jam Time for Little People, Photography Workshop and Wine with Words.

New to the itinerary is a Bike Challenge with 11km, 34km and 68km courses to choose from, Coolibah Kids Long Lunch, Fondant Flower Making Workshop, Pottery Class, Quilting Workshop (Booked Out), Stencil + Stitch Workshop and the Thermomix Cooking Class.

The remaining events are in the final planning stages: Furniture Paint Workshop, Local Land Services Grower Breakfast Meeting, Joblink Indigenous Art Exhibition, Obstacle Course, PCYC Dance Party, Ricardo Farms Agri Tour, Walgett and District Historical Society Function, The Whiddon Group – Kookaburra Court Photography Exhibition and Welding Workshop.

With over \$5,000 in cash prizes up for grabs the Photography, Waste to Art and Chickpea Cooking Competitions are sure to create some interest throughout the Shire. To keep costs down the Committee have focused on using local artisans to provide the majority of events/workshops including: Joanne Coleman, Errolyn Dunn, Christine Dugan, Sarah Dugan and Mardi Remond as well as Amanda Colwell of Coonamble and Kerry Marshall of Goodooga.

Other local businesses/organisations who have confirmed their involvement to date include: Coolibah Kids, Frock On Boutique, Joblink Plus, Logan Agri Services, NSW DPI, Outback Arts, Skin N Tonic, Sue & Tony Moorhouse, Tafe Western NSW, The Fox, The Whiddon Group – Kookaburra Court, Walgett Aboriginal Medical Services (WAMS), Walgett and District Historical Society, Walgett Community College, Walgett CWA, Walgett Library, Walgett PCYC, Walgett Quilters, Walgett RSL, Walgett Shire Council and Walgett Visitor Information Centre.

In the future the Festival is expected to be self-sufficient and while there are some free events on offer, others have been ticketed to assist with expenses. A full itinerary will be available by early July once all events have been confirmed, in the meantime visit the Walgett Bulldust to Bitumen Facebook page or select the events tab on the Walgett Shire webpage for a listing of festivities on [www.walgett.nsw.gov.au](http://www.walgett.nsw.gov.au).

### **Walgett Solar Farm**

Studies for the proposed 29MW Solar Farm located approximately 5 km north of town is ongoing. As requested by Jessica Picton of Epuron, Peta Schiller contacted local Business and Contractors to ensure they have registered their interest in the Walgett Solar Farm and the response to has been great and continues to attract plenty of interest. Sylvester Otieno

has recently engaged Marden's Law Group to prepare a review of the Draft Electric Line Agreement at the request of Epuron who have agreed to cover the expenses.

**REMINDER: INVITATION TO LOCAL CONTRACTORS AND BUSINESSES**

8 May 2017

Epuron would like to thank the community for their input so far into the Walgett Solar Farm project. This includes attendance at the Open House in February and completion of community feedback forms. Our March newsletter explained that Epuron has created a register for local contractors and businesses to contact Epuron about employment/ business opportunities.

In order to deliver a successful solar project, a range of activities are required including (but not limited to) **accommodation, meals/ catering, fencing, electrical work, labouring, earthworks, plant hire, security, group transportation, surveying, legal, water supply/ transportation, safety and environmental equipment/ services, media/ advertising/ web design, freight and storage, signage, traffic management.**

**Collarenebri - Work for the Dole Program**

Talks in relation for a Work for the Dole Program for Collarenebri continues. Naomi Gwyn of Sureway Employment and Training is currently seeking a Supervisor and it is anticipated that a suitable person will be confirmed by mid June 2017. This 26 week program could cater for 11 positions and all participants will be required to undertake a screening and induction process by Council prior to works commencing. The main focus will be the completion of paving works in Wilson Street which will need to be finished in time for the 150 Year Celebrations held from September 29 – October 2 2017. Other locations within the township could include the beautification of the CBD, highway entries, local parks and sporting fields including the race course. Council are hoping that this project will commence by mid-July.

**Walgett - Work for the Dole Program**

Walgett Shire Council has accepted the Work for the Dole Activity Proposal compiled by Naomi Gwyn of Sureway Employment and has entered into a Host Agreement with Best Employment.

8 positions are required for this 26 week program, the proposed starting date is the 17/7/2017 and all participants must undergo a screening and induction process by Council prior to works commencing.

Facilities and assets predominately owned by Council will be improved by the way of carpentry, maintenance, landscaping, painting and the repairing of public fencing and furniture under the direction of Scott Wrigley a qualified Boilermaker who has been appointed as the Supervisor.

In regards to Councils involvement, Sylvester Otieno - Director of Engineering/Technical Services will oversee the project with assistance from David Callander – WHS Officer Rehabilitation Officer, Julie McKeown - Human Resources Manager and Peta Schiller – Economic Development Officer.

Kaitlyn McWilliams of Best Employment will liaise with Sylvester Otieno and Scott Wrigley ensuring that the management and placing of the participants is reported correctly.

A listing of sites identified for this program is listed below:



**PART B**

For Activity locations different from the Host address in Part A please detail locations below

|                           |                                                   |                          |                  |
|---------------------------|---------------------------------------------------|--------------------------|------------------|
| <b>Activity Locations</b> | Alex Trevallion Park                              | Fox Street               | Walgett NSW 2832 |
|                           | Apex Park                                         | Fox Street               | Walgett NSW 2832 |
|                           | Fox Street Gardens                                | Fox Street               | Walgett NSW 2832 |
|                           | Gilbert Park                                      | Gilbert Street           | Walgett NSW 2832 |
|                           | Gray Park                                         | Euroka Street            | Walgett NSW 2832 |
|                           | Highway Entries – Fox Street                      | Fox Street               | Walgett NSW 2832 |
|                           | Old Council Chambers / Walgett Historical Society | Fox Street               | Walgett NSW 2832 |
|                           | Pearson’s Park                                    | Pitt Street              | Walgett NSW 2832 |
|                           | The Walford Track                                 | Wee Waa Street           | Walgett NSW 2832 |
|                           | Walgett Boat Ramp                                 | Wee Waa Street           | Walgett NSW 2832 |
|                           | Walgett Cemetery                                  | Bate Street              | Walgett NSW 2832 |
|                           | Walgett Hospital                                  | Fox Street               | Walgett NSW 2832 |
|                           | Walgett Library / Visitor Information Centre      | Fox Street               | Walgett NSW 2832 |
|                           | Walgett Masonic Lodge and Museum                  | Euroka Street            | Walgett NSW 2832 |
|                           | Walgett Showground                                | Pilliga Road             | Walgett NSW 2832 |
|                           | Walgett Shire Chambers                            | Fox Street               | Walgett NSW 2832 |
|                           | Walgett Sporting Fields – Ovals 1, 2 & 3          | Dewhurst & Coral Streets | Walgett NSW 2832 |

**Lightning Ridge - Work for the Dole Program**

Qualified Horticulturist, Virginia (Gini) Gatgens of the Lightning Ridge Tourism Association will act as Supervisor for the Lightning Ridge Work for the Dole Project with the assistance of husband Colin Gatgens.

The Host Agreement is between the Lightning Ridge Tourism Association and Best Employment and 12 positions are required for this 26 week program which commences on the 26/6/2017.

The main objective of the project is to improve the first impressions of Lightning Ridge by undertaking beautification works to revitalise the appearance of the town.

Selected buildings, established gardens within the CBD, 2 x bus stops, highway entrances and the IBC Gem Gardens will be attended to.

Anthony Leeder, Lightning Ridge Team Leader will act as Councils representative in relation to works at the IBC Gem Gardens.

**Walgett Outdoor Markets – Change of venue to be trialled**

The next Walgett Outdoor Markets to be held on Saturday September 9 will be held on the lawns of the Walgett Council Chambers instead of Apex Park. The support from local residents has been on the decline and Market Coordinator Peta Schiller has confirmed that a change of

venue will be trialled after discussing the idea with local Stall Holders. By holding the Markets in a central location it is anticipated that it would be a visual reminder to both locals and travelers. Being a Saturday morning there will be ample parking between Euroka and Wee Waa Streets, toilets are accessible at Gray Park and regular customers to the Walgett News agency may be enticed to visit the Markets. Ideally it would be great if the opening hours for the Walgett Visitor Information Centre could be reviewed to compliment the Markets on the day. The amount of work involved in coordinating, promoting and setting up for the Markets is both time consuming for the Stall Holders and Coordinator and changes are required if they are to continue.

### **Tourist Mapping for Walgett Shire**

Alana Copelin - Senior Visitor Information Officer at Walgett and Diane Kearl - Visitor Information Officer at Lightning Ridge have been working with Jane Ledingham from Design and Digital of Moree to update and develop new Tourist Mapping for the use in brochures, website and signage products. The new flyers are modern and professional and provide useful information for all tourists and visitors to our Shire including the smaller towns and villages. Tourist Mapping for Lightning Ridge and the Opal Fields is complete and the NSW Department of Industry collaborated with Alana and Diane to include a section on Mine Safety, supplying basic information about potential hazards on the opal fields.

Drafts for Collarenebri and Walgett are expected to be completed by late June and new signage will feature a map, images and a listing of local businesses and service providers. In Collarenebri, signs will be erected in Lions Park and the Collarenebri Primitive Camping Ground and Walgett will have new signage at the Alex Trevallion Park and at the front of the Walgett Visitor Information Centre.

Tourist Mapping for the villages of Burren Junction, Carinda, Come By Chance and Rowena are scheduled to be completed during the 2017/2018 financial year.

### **Tour de OROC**

Hosted by the Rotary Club of Dubbo South, the biennial Tour de OROC will be held from October 1 to October 7 2017 raising funds for the Macquarie Homestay in Dubbo. The aim of the Maquarie Homestay is to provide short-term accommodation for patients and their families or carers who have travelled from the region to use the services of the Dubbo Hospital.

With the addition of Mudgee to the OROC, the route will include an overnight stay in Walgett on Tuesday October 3 and support from each Council is requested. Peta Schiller – Economic Development Office has arranged accommodation for the crew of 30 and is currently planning a fundraising dinner that to be held at The Barwon Inn. Each OROC Council is encouraged to support the event and from July, Cadbury Fundraiser Boxes will be sold throughout the Shire with proceeds to cover expenses and/or contributed to the cause. Since its inception in 2013, Tour de OROC has raised a total of \$176,168.63 for the Macquarie Home Stay.

2017 Tour de Oroc Route:

Sunday 1 October - Function in Mudgee.

Monday 2 October - Mudgee to Dunedoo for lunch then onto Gilgandra overnight.

Tuesday 3 October - Gilgandra to Coonamble for lunch then onto Walgett overnight.

Wednesday 4 October - Walgett to Brewarrina overnight.

Thursday 5 October - Brewarrina to Bourke.

Friday 6 October - Walgett to Coolabah for lunch then onto Nyngan overnight.

Saturday 7 October - Nyngan to Nevertire then onto Trangie for lunch and finishing in Dubbo.

**Economic Development - Matters for Information Only**

**Recommendation:**

That the matters listed by the Economic Development Officer for information is received, noted and endorsed.

**Moved:**

**Seconded:**

## 11.1.12 MATTERS GENERALLY FOR BRIEF MENTION OR INFORMATION ONLY FROM GENERAL MANAGER – JUNE, 2017

**REPORTING SECTION:** General Manager  
**AUTHOR:** Don Ramsland – General Manager  
**FILE NUMBER:** 00/00/00

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The following items are submitted for brief mention or information only:

### 1. Expression of Interest – Lightning Ridge Visitor Information Centre Upgrade

The Committee comprising of Councillors Woodcock, Taylor and Walford will be meeting in the next week or so to consider the nine responses received in respect of the proposal to upgrade the Lightning Ridge Visitor Information Centre with a view to selecting the best qualified consultant to put together a proposal for funding so that the project is “shovel ready” when applications are next invited.

### 2. Grawin Bore Project

The initial Grawin Bore project is approaching completion. Recent discussions have centred around the fact that the three tanks at Grawin, Sheepyards and Glengarry are not connected by a pipeline as the original concept was for water, a domestic supply only, to be carted to the two tanks away from the bore as the need arose. There is no reference in the original grant application to the pipeline and provision was only made for pipework between the bore and the main tanks.

In view of community concerns an application is being prepared for the next funding round to connect the tanks with approximately 10 km of pipeline at an estimated cost of around \$1.2M. One issue remains to be addressed is as to how to ensure there is no unauthorised tapping into the pipeline for opal puddling.

### 3. Cumborah Bore Infrastructure

At a community forum held on 6 June, 2017 the question was raised as to when a reticulation system for the Cumborah Bore was to be constructed. It appears that this was a promise made around 2004 when Council was in administration. At present Council’s old record are being researched, with a view to holding a further meeting with the Cumborah community to discuss the way forward with the concept. No provision was made in the current funding application for a reticulation system.

### 4. CCTV Launch

Work on the installation of the Walgett CCTV system has now been completed and arrangements are in hand with the local Twenty Twenty Committee to have the Member for Barwon, Mr Kevin Humphries, launch the system when he visits the area in early July, 2017.

### 5. Walgett Weir update

It is planned to call tenders for the Walgett Weir proposal as soon as possible but the process is being delayed by negotiations between Water NSW and DPI Fisheries as to who should be meeting the cost of the fishway.

The matter has been referred to Infrastructure NSW to resolve. Infrastructure NSW has now written to the NSW DPI as follows

“INSW has reviewed all of the above (documentation) and is of the opinion that the weir raising project should go ahead as previously committed, and that without the explicit direction from the Minister Humphries, Minister for Natural Resources, Land and Water at the time, no such fishway is required to be constructed. Can you please confirm with Minister Blair’s office that the Minister for Regional Water is similarly aligned so that we can formally advise Council that they are in a position to commence the issue of tenders and get on in constructing this important water security project.”

Hopefully the INSW approach will enable the project to proceed without further delay.

**6. EPA – Contaminated Waste Issue**

A letter date 22 May, 2017 from the EPA (copy attached) advising that it has completed its investigation into a complaint in relation to the disposal of contaminated asbestos waste and has determined that “the disposal occurred within the boundary of the licenced premise and was permitted under the EPL 12466.”

The EPA has also determined that the asbestos material was disposed of in accordance with clause 80 of the *Protection of the Environmental Operations (Waste) Regulations 2014*.

Council has now confirmed that the fencing of the Walgett Landfill has been completed and work on the Walgett Levee extension has commenced and will be completed within six months. The EPA advise that their investigation has now been completed and thanked Council for their co-operation and assistance with this matter.

**7. Walgett Community College – Senior Campus**

Council is currently seeking to meet with the Minister for Education Hon Rob Stokes MP to discuss progress being made in endeavouring to improve the educational outcomes for students at the Walgett Community College – Senior Campus and to also urge the Minister to undertake a review of the outcomes being achieved by the *Connected Communities Programme* to ensure that it is the most appropriate model to be used.

**Conclusion:**

If there are no other queries that the above matters should be received and noted.

**Matters for Brief Mention or Information Only**

**Recommendation:**

That the above matters listed for brief mention or information only be received and noted.

**Moved:**

**Seconded:**

**Attachments**

Letter dated 22 May, 2017 – NSW EPA under separate cover.

## 11.2 CHIEF FINANCIAL OFFICER

### 11.2.1 ADOPTION 2017-2027 COMMUNITY STRATEGIC PLAN, 2017/2018-2020/21 DELIVERY PROGRAM, 2017/2018 OPERATIONAL PLAN AND LONGTERM FINANCIAL PLAN INCLUDING FEES & CHARGES

**REPORTING SECTION:** Corporate Services  
**AUTHOR:** Chief Financial Officer  
**FILE NUMBER:** 00/00/00

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#### **Summary**

This report recommends the 2017-2027 Community Strategic Plan, 2017/2018 – 2020/2021 Delivery Program and 2017/2018 Operational Plan and Long Term Financial Plan and Fees and Charges be formally made and adopted as required under the Local Government Act (1993) for the 2017/2018 financial year.

#### **Background**

The 2017-2027 Community Strategic Plan, 2017/2018 Operational Plan and Budget including all section 356 donations and the Schedule of Fees and Charges for the 2017/2018 year, the Delivery Program for the four years commencing 2017/2018, and the Long Term Financial Plan for the 10 year period starting 2017/2018 were placed on exhibition on 31st May 2017, and public comment invited with submissions closing at 4.30pm on Tuesday 27th June 2017.

#### **Current Position:**

Submissions will be tabled on the day.

#### **2017/2018 Fees and Charges:**

The fees and charges have been reviewed and increased by 2.5% on average.

#### **Relevant Reference Documents/Policies:**

Local Government Act 1993 and Integrated Planning and Reporting legislation.

#### **Governance issues**

Council must comply with the Local Government Act 1993 and Integrated Planning and Reporting legislation.

#### **Stakeholders:**

Walgett Shire Community  
Walgett Shire Council  
Office of Local Government

#### **Financial Implications:**

The respective financial details relating to the components of this report are detailed in the Operational Plan and long-term budget.

**Adoption 2017-2027 community strategic plan, 2017/2018-2020/21 delivery program, 2017/2018 operational plan and long-term financial plan including fees and charges**

**Recommendation:**

That Council having considered any submissions received:

1. Adopts the 2017 - 2027 Community Strategic Plan, 2017/2018 – 2020/2021 Delivery Program, 2017/2018 Operational Plan and Budget, and Long Term Ten (10) Year Financial Plan.
2. Adopts Fees and Charges 2017/2018 as listed in the Schedule of Fees and Charges 2017/2018 with Council reserving the right to vary fees and charges of a commercial nature as circumstances require.
3. Adopts the Waste Management, Water and Sewer Pricing Structure as set out in the Schedule of Fees and Charges

**Moved:**

**Seconded:**

## 11.2.2 CASH ON HAND & INVESTMENT AS AT 31<sup>st</sup> MAY 2017

**REPORTING SECTION:** Corporate Services  
**AUTHOR:** Shirley Burraston – Management Accountant  
**FILE NUMBER:** 09/1460

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**Summary:**

This report summarises the cash and investments held by Walgett Shire Council as at 31<sup>st</sup> May 2017.

**Background:**

The investment portfolio consists of on-call bank accounts, fixed interest bearing deposits and variable rate interest bearing deposits. The portfolio is regularly reviewed in order to maximise investment performance and minimise risk. Council's investment portfolio is not subject to share market volatility.

Comparisons are regularly made between existing investments with available products that are not part of Council's portfolio, but that meet Council's policy guidelines.

All investments at 31<sup>st</sup> May 2017 are compliant with the revised Ministerial Investment Order released by the OLG on 5 January 2016 and with Council's current investment policy.

**Current Position:**

Council at the end of May 2017 held a total of \$30,911,597.44 in on-call and interest bearing deposits with financial institutions within Australia. All investments were held with approved deposit taking institutions with a short term rating A-2(A2)/BBB or higher. Council does not have any exposure to unrated institutions.

At the end of May 2017 Council had earned \$715,506.20 in interest including accrued interest to 31<sup>st</sup> May 2017. This result is in excess of the current budget of \$660,000 and is validating Council's current investing strategy.

Council's investments at 31<sup>st</sup> May 2017 had an average interest rate of 2.64% per annum and a weighted average interest rate of 2.42%, both of which are higher than the 3 and 6 months BBSW rates of 1.7350% and 1.8550% respectively as at 31<sup>st</sup> May 2017.

The Reserve Bank of Australia (RBA) has kept the cash rate unchanged at 1.5%.

| <b>Overall Portfolio Maturity as at 31st May 2017</b> |                              |                              |                               |                           |
|-------------------------------------------------------|------------------------------|------------------------------|-------------------------------|---------------------------|
| <i><b>Maturity Periods</b></i>                        | <i><b>Policy Minimum</b></i> | <i><b>Policy Maximum</b></i> | <i><b>% of Money held</b></i> | <i><b>Amount held</b></i> |
| Portfolio % < 1 year                                  | 40%                          | 100%                         | 74.12%                        | \$ 22,911,597.44          |
| Portfolio % > 1 year, < 3 years                       | 0%                           | 60%                          | 12.94%                        | \$ 4,000,000.00           |
| Portfolio % > 3 year, < 5 years                       | 0%                           | 40%                          | 12.94%                        | \$ 4,000,000.00           |
| Portfolio % > 5 years                                 | 0%                           | 10%                          | 0.00%                         | \$ -                      |
|                                                       |                              |                              | 100%                          | \$ 30,911,597.44          |

**Relevant Reference Documents/Policies:**

- Local Government Act (NSW), 1993
- Local Government (General) Regulation 2005
- Ministerial Investment Order 5<sup>th</sup> January 2016
- Investment Policy (Revised and adopted in May 2016)

**WALGETT SHIRE COUNCIL AGENDA –29 June 2017 – ORDINARY COUNCIL MEETING**

| <b>Attachment One</b>                                    |                                       |                              |                           |                        |                                   |                                      |                                              |
|----------------------------------------------------------|---------------------------------------|------------------------------|---------------------------|------------------------|-----------------------------------|--------------------------------------|----------------------------------------------|
| <b>Cash and Investments Holdings as at 31st May 2017</b> |                                       |                              |                           |                        |                                   |                                      |                                              |
| <b>Investment</b>                                        | <b>Investment Final Maturity Date</b> | <b>Current Interest Rate</b> | <b>Interest Frequency</b> | <b>Coupon Maturity</b> | <b>Amount Invested Value (\$)</b> | <b>% of Total Funds (Face Value)</b> | <b>Accrued Interest to End of Month (\$)</b> |
| <i>On-Call Accounts</i>                                  |                                       |                              |                           |                        |                                   |                                      |                                              |
| Commonwealth Bank                                        | On Call                               | 0.90%                        | Monthly                   | EOM                    | 3,113,583                         | 10.07%                               | Pd Monthly                                   |
| Commonwealth Bank                                        | On Call                               | 1.20%                        | Monthly                   | EOM                    | 3,292,612                         | 10.65%                               | Pd Monthly                                   |
| Commonwealth Bank                                        | On Call                               | 0.90%                        | Monthly                   | EOM                    | 5,399                             | 0.02%                                | Pd Monthly                                   |
| Suncorp                                                  | On Call                               | 0.00%                        | Monthly                   | EOM                    | 4                                 | 0.00%                                | Pd Monthly                                   |
| <b>Total On-Call Accounts</b>                            |                                       |                              |                           |                        | <b>6,411,597</b>                  | <b>20.74%</b>                        |                                              |
| <i>Term Deposits</i>                                     |                                       |                              |                           |                        |                                   |                                      |                                              |
| Members Equity Bank                                      | 21/09/2017                            | 2.85%                        | Maturity                  | 21/09/2017             | 500,000                           | 1.62%                                | \$7,066.44                                   |
| Bendigo and Adelaide Bank                                | 10/07/2019                            | 3.10%                        | Maturity                  | 10/07/2017             | 500,000                           | 1.62%                                | \$13,716.44                                  |
| Bendigo and Adelaide Bank                                | 11/07/2018                            | 3.00%                        | Maturity                  | 11/07/2017             | 500,000                           | 1.62%                                | \$13,273.97                                  |
| Newcastle Permanent Building Society                     | 21/08/2019                            | 3.00%                        | Maturity                  | 21/08/2017             | 500,000                           | 1.62%                                | \$11,794.52                                  |
| Newcastle Permanent Building Society                     | 15/08/2018                            | 2.90%                        | Maturity                  | 15/08/2017             | 500,000                           | 1.62%                                | \$11,401.37                                  |
| Westpac                                                  | 24/08/2017                            | 3.00%                        | Maturity                  | 24/08/2017             | 1,000,000                         | 3.24%                                | \$23,013.70                                  |
| ING                                                      | 14/09/2021                            | 3.12%                        | Maturity                  | 14/09/2017             | 500,000                           | 1.62%                                | \$11,069.59                                  |
| National Australia Bank                                  | 7/06/2017                             | 2.80%                        | Maturity                  | 7/06/2017              | 500,000                           | 1.62%                                | \$9,128.77                                   |
| National Australia Bank                                  | 14/09/2017                            | 2.52%                        | Maturity                  | 14/09/2017             | 1,000,000                         | 3.24%                                | \$966.58                                     |
| My State Bank                                            | 26/07/2017                            | 2.75%                        | Maturity                  | 26/07/2017             | 500,000                           | 1.62%                                | \$8,136.99                                   |
| Auswide Bank                                             | 25/10/2017                            | 2.65%                        | Maturity                  | 25/10/2017             | 500,000                           | 1.62%                                | \$1,270.55                                   |
| Bank of Queensland                                       | 16/03/2020                            | 3.30%                        | Maturity                  | 16/11/2017             | 1,000,000                         | 3.24%                                | \$18,353.43                                  |
| Bank of Queensland                                       | 6/09/2017                             | 2.55%                        | Maturity                  | 6/09/2017              | 500,000                           | 1.62%                                | \$733.56                                     |
| Bank of Queensland                                       | 27/07/2017                            | 2.80%                        | Maturity                  | 27/07/2017             | 1,000,000                         | 3.24%                                | \$9,665.76                                   |
| ME Bank                                                  | 11/05/2022                            | 3.47%                        | Maturity                  | 10/05/2018             | 1,000,000                         | 3.24%                                | \$1,996.44                                   |
| ME Bank                                                  | 7/06/2017                             | 2.60%                        | Maturity                  | 7/06/2017              | 1,000,000                         | 3.24%                                | \$6,980.82                                   |
| ME Bank                                                  | 19/07/2017                            | 2.65%                        | Maturity                  | 19/07/2017             | 1,000,000                         | 3.24%                                | \$7,115.07                                   |
| National Australia Bank                                  | 21/06/2017                            | 2.57%                        | Maturity                  | 21/06/2017             | 500,000                           | 1.62%                                | \$3,450.14                                   |
| AMP Bank                                                 | 30/08/2017                            | 2.75%                        | Maturity                  | 30/08/2017             | 1,000,000                         | 3.24%                                | \$6,856.17                                   |
| National Australia Bank                                  | 30/08/2017                            | 2.52%                        | Maturity                  | 30/08/2017             | 500,000                           | 1.62%                                | \$3,141.37                                   |
| Bankwest                                                 | 2/08/2017                             | 2.50%                        | Maturity                  | 2/08/2017              | 1,000,000                         | 3.24%                                | \$2,876.71                                   |
| AMP Bank                                                 | 14/06/2017                            | 2.50%                        | Maturity                  | 14/06/2017             | 500,000                           | 1.62%                                | \$2,876.71                                   |
| National Australia Bank                                  | 21/06/2017                            | 2.54%                        | Maturity                  | 21/06/2017             | 1,000,000                         | 3.24%                                | \$4,871.23                                   |
| Auswide Bank                                             | 27/09/2017                            | 2.70%                        | Maturity                  | 27/09/2017             | 500,000                           | 1.62%                                | \$2,330.14                                   |
| Bankwest                                                 | 5/07/2017                             | 2.50%                        | Maturity                  | 5/07/2017              | 1,000,000                         | 3.24%                                | \$1,917.81                                   |
| Bank Australia                                           | 27/09/2017                            | 2.70%                        | Maturity                  | 27/09/2017             | 1,000,000                         | 3.24%                                | \$73.97                                      |
| Newcastle Permanent Building Society                     | 30/08/2017                            | 2.60%                        | Maturity                  | 30/08/2017             | 1,000,000                         | 3.24%                                | \$2,065.75                                   |
| <b>Total Term Deposits</b>                               |                                       |                              |                           |                        | <b>20,000,000</b>                 | <b>64.70%</b>                        | <b>\$186,143.97</b>                          |
| <i>Variable Rate Deposits</i>                            |                                       |                              |                           |                        |                                   |                                      |                                              |
| IMB                                                      | 24/01/2018                            | 2.55%                        | Quarterly                 | 27/07/2017             | 500,000                           | 1.62%                                | \$1,187.67                                   |
| IMB                                                      | 14/02/2018                            | 2.54%                        | Quarterly                 | 17/08/2017             | 500,000                           | 1.62%                                | \$487.12                                     |
| Commonwealth Bank                                        | 20/04/2021                            | 2.98%                        | Quarterly                 | 20/07/2017             | 500,000                           | 1.62%                                | \$1,673.70                                   |
| Commonwealth Bank                                        | 23/08/2021                            | 3.21%                        | Quarterly                 | 24/05/2017             | 500,000                           | 1.62%                                | \$4,221.37                                   |
| Commonwealth Bank                                        | 31/08/2021                            | 2.79%                        | Quarterly                 | 28/08/2017             | 500,000                           | 1.62%                                | \$114.45                                     |
| National Australia Bank                                  | 4/11/2019                             | 2.78%                        | Quarterly                 | 3/08/2017              | 1,000,000                         | 3.24%                                | \$2,132.60                                   |
| Westpac                                                  | 16/11/2021                            | 2.94%                        | Quarterly                 | 16/08/2017             | 1,000,000                         | 3.24%                                | \$1,206.16                                   |
| <b>Total Floating Rate Deposits</b>                      |                                       |                              |                           |                        | <b>4,500,000</b>                  | <b>14.56%</b>                        | <b>\$11,023.08</b>                           |
| <b>Total Cash and Investments</b>                        |                                       |                              |                           |                        | <b>30,911,597</b>                 | <b>100.00%</b>                       | <b>\$197,167.05</b>                          |

**Governance issues:**

Nil

**Stakeholders:**

Walgett Shire Council  
Residents of Walgett Shire Council  
Financial Institutions

**Financial Implications:**

As per report

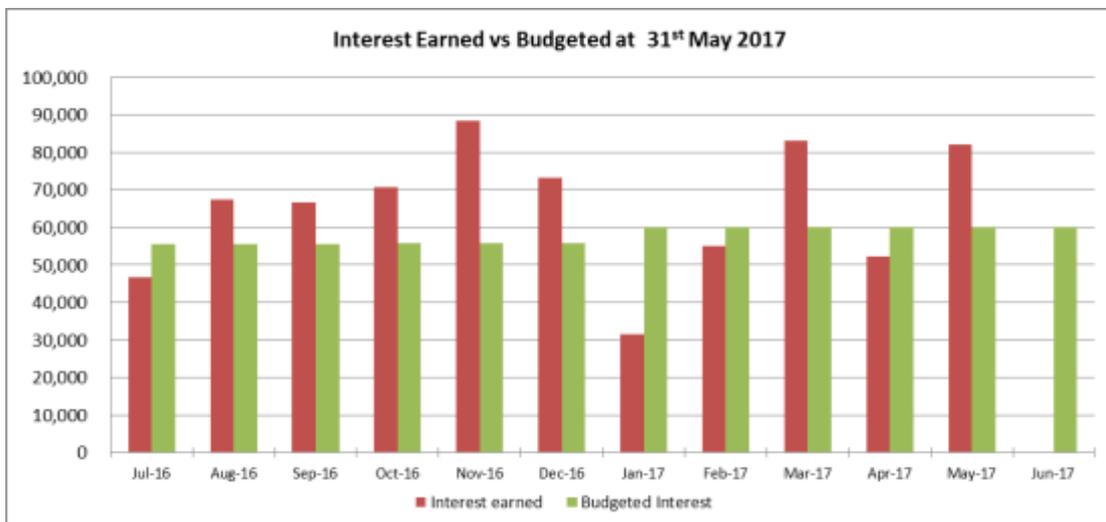
| Percentage invested in each institution as at 31st May 2017 |                          |                        |                    |
|-------------------------------------------------------------|--------------------------|------------------------|--------------------|
| <i>Institution Name</i>                                     | <i>Institution Codes</i> | <i>% of Money held</i> | <i>Amount Held</i> |
| AMP                                                         | AMP                      | 4.85%                  | \$1,500,000.00     |
| Auswide Bank                                                | AB                       | 3.24%                  | \$1,000,000.00     |
| Bank of Queensland                                          | BOQ                      | 8.09%                  | \$2,500,000.00     |
| Bankwest                                                    | BW                       | 6.47%                  | \$2,000,000.00     |
| Bendigo and Adelaide Bank                                   | BAB                      | 3.24%                  | \$1,000,000.00     |
| Commonwealth Bank                                           | CBA                      | 25.59%                 | \$7,911,593.51     |
| IMB                                                         | IMB                      | 3.24%                  | \$1,000,000.00     |
| ING                                                         | ING                      | 1.62%                  | \$500,000.00       |
| Members Equity Bank                                         | ME                       | 11.32%                 | \$3,500,000.00     |
| My State Bank                                               | MSB                      | 1.62%                  | \$500,000.00       |
| National Australia Bank                                     | NAB                      | 14.56%                 | \$4,500,000.00     |
| Newcastle Permanent Building Society                        | NPBS                     | 6.47%                  | \$2,000,000.00     |
| Bank Australia                                              | BAB                      | 3.24%                  | \$1,000,000.00     |
| Westpac                                                     | W                        | 6.47%                  | \$2,000,000.00     |
| Suncorp                                                     | SC                       | 0.00%                  | \$3.93             |
|                                                             |                          | 100%                   | \$30,911,597.44    |

**Alternative Solutions/Options:**

Nil

**Conclusion:**

As at 31<sup>st</sup> May 2017 Walgett Shire Council’s total available cash and invested funds totalled \$30,911,597.44, an increase of \$3,780,754.72 from 30<sup>th</sup> April 2017. The increase in the investment portfolio is due to the pre-payment of the Financial Assistance Grant for 2017-2018. Council’s portfolio return for the month is above original estimates, largely due to the improved investment strategy allowing for longer term investments and variation in investment products.



**Certification – Responsible Accounting Officer**

1. I hereby certify that the investments listed in the attached report have been made in accordance with Section 625 of the *Local Government Act 1993*, clause 212 of the *Local Government (General) Regulation 2005*, the *Investment Order (of the Minister) 5<sup>th</sup> January 2016* and Council's Investments Policy.
2. I hereby certify that Council's cash book and ledger have been reconciled to the bank statement as at 31<sup>st</sup> May 2017.

Michael J Urquhart

**Chief Financial Officer – Responsible Accounting Officer**

| <b>Cash and Investment Report as at 31<sup>st</sup> May 2017</b>                                                                                                   |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <p>That the Investment report as at 31<sup>st</sup> May 2017 be received and noted.</p> <p><b>Moved:</b></p> <p><b>Seconded:</b></p> |

### 11.2.3 MONTHLY OUTSTANDING RATES REPORT

**REPORTING SECTION:** Corporate Services  
**AUTHOR:** Kevin Dunshea – Rates Clerk  
**FILE NUMBER:** 12/183

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**Summary:**

Council's debt recovery policy is aimed at having outstanding rates and annual charges debts recovered in a timely manner to support Council in its objectives by providing sufficient funding to enable the continued provision of services to the local government area. The aim of this process is achieve a recovery of rates and annual charges levied in any given financial year of greater than 90%. In 2013 financial year the Consolidated Rates Arrears percentage was reported as 11.57%. This improved in 2014 to 7.61% and again in 2015 to 7.35%, however, in 2016 the unrecovered balance increased to 9.58%, a consequence of reduced debt recovery, due to vacancies in the rating area.

**Background:**

Council is obliged to report on a number of Key Performance Indicators (KPIs) as part of their statutory reporting regime. One of these KPIs is the Rates, Annual Charges, Interest & Extra Charges Outstanding Percentage. The purpose of this KPI is "to assess the impact of uncollected rates and annual charges on Council's liquidity and the adequacy of recovery efforts."

All NSW councils are categorised into Groups. Walgett Shire Council is classified as a Group 10 Council. Each KPI is benchmarked and the benchmarks vary between Council groups. Group 10 Council's should achieve a KPI of less than 10% for the Rates, Annual Charges, and Interest & Extra Charges Outstanding Percentage by the end of each financial year.

**Current Position:**

Collection of the current years levy and arrears as at 31<sup>st</sup> May 2017 is 88.19% up from 78% at the 30<sup>th</sup> April 2017. There are no comparison figures available for 2016. The balance has further increased to 89.90% as at 11<sup>th</sup> June 2017.

Debt recovery will continue in the coming months, reminder letters have been issued to those ratepayers with outstanding rates and charges.

**Relevant Reference Documents/Policies:**

Outstanding Rates Report as at 31<sup>st</sup> May 2017.

**Governance issues:**

Council is obliged to act in the community's best interest and to ensure adequate service provision is upheld through measures of sustaining, maintaining and improving long term financial sustainability. A key area is to show the ongoing effective management of outstanding rates and annual charges recovery by reducing the outstanding rates percentage to an acceptable benchmarked value each year.

**Environmental issues:**

Nil

**Stakeholders:**

Walgett Shire Council community  
Walgett Shire Council

**Financial Implications:**

The recovery of rates and charges is a key performance indicator that is analysed by external bodies such as Treasury Corp in conjunction with the Local Government Review Panel. Efforts to improve and lower the levels of outstanding rates and charges will strengthen Walgett Shire Council's long term financial position.

**Alternative Solutions/Options:**

There are no alternative solutions or options.

**Conclusion:**

The report recommends that Council note the outstanding rates and annual charges percentage and ongoing commitment to sustain, maintain and improve this key performance indicator.

**Monthly Outstanding Rates Report – May 2017**

**Recommendation:**

The May 2017 outstanding rates report be received and noted.

**Moved:**

**Seconded:**

**Attachments:**

Monthly Report - Outstanding Rates Report as at 31<sup>st</sup> May 2017.

**WALGETT SHIRE COUNCIL AGENDA –29 June 2017 – ORDINARY COUNCIL MEETING**

**Monthly Report - Outstanding Rates & Annual Charges as at 31 May 2017**

**Report on Rates and Annual Charges - 31 May 2017**

|                                                         | <b>11 June 2017</b>   | <b>31 May 2017</b>    | <b>**No Comparative Figures Available**<br/>31 May 2016</b> |
|---------------------------------------------------------|-----------------------|-----------------------|-------------------------------------------------------------|
| Arrears from previous year                              | 840,548.35            | 840,548.35            | 774,770.67                                                  |
| Adjustment                                              |                       |                       | (5.59)                                                      |
| <b>Sub Total</b>                                        | <b>840,548.35</b>     | <b>840,548.35</b>     | <b>774,765.08</b>                                           |
| <b>Current Year Activity</b>                            |                       |                       |                                                             |
| Legal fees (Including write off's)                      | 126,148.02            | 126,148.02            |                                                             |
| Adjusted Levy                                           | 8,942,842.17          | 8,942,842.17          |                                                             |
| Interest (Including write off's)                        | 57,303.92             | 56,994.08             |                                                             |
| Adjustments (Including Write Off's)                     | (9,167.48)            | (9,374.62)            |                                                             |
| <b>Sub Total</b>                                        | <b>9,117,126.63</b>   | <b>9,116,609.65</b>   | <b>0.00</b>                                                 |
| <b>Total Arrears and Adjusted Levy</b>                  | <b>9,957,674.98</b>   | <b>9,957,158.00</b>   | <b>774,765.08</b>                                           |
| <b>Payments</b>                                         | <b>(8,656,585.19)</b> | <b>(8,485,629.20)</b> |                                                             |
| Pensioner Concessions - Govt                            | (99,476.66)           | (99,476.66)           |                                                             |
| Pensioner Concessions - Council                         | (81,394.11)           | (81,394.11)           |                                                             |
| Discount                                                | (98,605.99)           | (98,605.99)           |                                                             |
| Special Rebate Council                                  | (15,880.75)           | (15,880.75)           |                                                             |
| <b>Sub Total</b>                                        | <b>(8,951,942.70)</b> | <b>(8,780,986.71)</b> | <b>0.00</b>                                                 |
| <b>Total Remaining Levy</b>                             | <b>\$1,005,732.28</b> | <b>\$1,176,171.29</b> | <b>\$774,765.08</b>                                         |
| <b>Current</b>                                          | <b>553,989.02</b>     | <b>692,797.60</b>     |                                                             |
| <b>Arrears</b>                                          | <b>318,266.49</b>     | <b>324,425.08</b>     |                                                             |
| <b>Interest b/f from previous years</b>                 | <b>(75,181.08)</b>    | <b>(54,012.86)</b>    |                                                             |
| <b>Current year interest</b>                            | <b>37,946.70</b>      | <b>38,110.53</b>      |                                                             |
| <b>Legals</b>                                           | <b>170,711.15</b>     | <b>174,850.94</b>     |                                                             |
| <b>Total Remaining Levy</b>                             | <b>\$1,005,732.28</b> | <b>\$1,176,171.29</b> | <b>\$0.00</b>                                               |
| <b>Variance</b>                                         | <b>\$0.00</b>         | <b>-\$0.00</b>        | <b>-\$774,765.08</b>                                        |
| <b>Total YTD Collected</b>                              |                       |                       |                                                             |
| Collected YTD % of Levy, Arrears, Interest & Legal Fees | 89.90%                | 88.19%                | 0.00%                                                       |
| Collected YTD % of Levy                                 | 94.95%                | 93.08%                | #DIV/0!                                                     |

## 11.2.4 SECTION 356 - REBATES CHURCHES AND OTHER NOT FOR PROFIT ORGANISATIONS

**REPORTING SECTION:** Chief Financial Officer  
**AUTHOR:** Kevin Dunshea – Rates Clerk  
**FILE NUMBER:** 09/1115

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### **Summary:**

This report provides details of eligible organisations that have made application (*or where Council is awaiting receipt of an application*) to council for a rebate on 2017/2018 water, sewer and waste charges. The report recommends that the applications be approved and that rebates be granted in line with Council's Donations to Churches and Other Not for Profit Organisations – Sec 356 of the LGA Policy.

As the 28<sup>th</sup> June 2017 meeting will be the last Council meeting before the annual rates and annual charges are levied in mid-July 2017 for the 2017-2018 financial year, it will be necessary to consider this matter in advance so as to facilitate the necessary adjustments prior to the issuing of annual rates and charges notices for churches and not-for-profit organisations.

### **Background:**

For a number of years Council has granted rebates on annual service charges applied to rate assessments for a number of Churches and Not for Profit Organisations. It should be noted that these groups are already exempt from ordinary rates under the provisions of Chapter 15, Part 6, Sec 555 & 556 of the Local Government Act 1993.

Council adopted the Donations to Churches and Other Not for Profit Organisations – Sec 356 of the LGA Policy on 23<sup>rd</sup> April 2013.

Each year there is a specific provision made within the budget for rebates to eligible organisations that have applied for a donation under Council's policy.

### **Current Position:**

To date Council has received twenty-one (21) applications from organisations for rebates on their water, sewer and waste service charges amounting to \$16,548.75. Council is currently awaiting one (1) other application. Applications received to date have been assessed against the policy criteria and are eligible to be granted rebates on their service charges. The 2017/2018 budget provision provides an amount of \$16,119 for rebate applications, with the attached list detailing the organisations that have applied or due to apply for a rebate under Council's policy and the amount applicable to each.

### **Relevant Reference Documents/Policies:**

Chapter 12, Part 1, Section 356 of the Local Government Act 1993  
Chapter 15, Part 6, Sections 555 & 556 of the Local Government Act 1993  
Council Policy - Donations to Churches and Other Not for Profit Organisations – Sec 356 of the LGA.

### **Governance issues:**

Council must comply with the provisions of section 356 of the LGA 1993 with a decision to grant a rebate in these cases needing to be by way of Council resolution.

### **Environmental issues:**

N/A

**Stakeholders:**

Not for Profit Entities within Walgett Shire Council  
Walgett Shire Council

**Financial Implications:**

Applications received (*or awaiting to be received*) to date have been evaluated against the policy criteria and are eligible for a rebate in accordance with Council’s policy. The total of the rebates across water, sewer, and waste is \$16,548.75 against the 2017-2018 budget of \$16,119 for the year.

**Alternative Solutions/Options:**

That the applications be refused or granted at a lower level of rebate however this is not able to be supported given that a policy has been adopted.

**Conclusion:**

It is recommended that Council provide rebates to the organisations on the attached list in line with criteria set out within its Donations to Churches and Other Not for Profit Organisations – Sec 356 of the LGA Policy.

**Section 356 - Rebates Churches and other Not For Profit Organisations**

**Recommendation:**

1. That a budget adjustment of \$430 increasing the 2017-2018 budget from \$16,119 to \$16,549 be approved.
2. That the applications for a donation received and due to be received from eligible not-for-profit organisations as per the attached list are approved and the rebates on annual service charges as detailed therein be granted for 2017-2018

**Moved:**

**Seconded:**

**Attachments:**

Section 356 Donations – 2017/2018 Rating Year.

**WALGETT SHIRE COUNCIL AGENDA –29 June 2017 – ORDINARY COUNCIL MEETING**

| Section 356 Donations - 2017/2018 Rating Year            |        |                                             |                 |                                         |                         |                              |                             |                        |                                 |                                |                                |                                         |                                        |
|----------------------------------------------------------|--------|---------------------------------------------|-----------------|-----------------------------------------|-------------------------|------------------------------|-----------------------------|------------------------|---------------------------------|--------------------------------|--------------------------------|-----------------------------------------|----------------------------------------|
| CHURCHES & NOT FOR PROFIT ORGANISATIONS - DONATIONS      |        |                                             |                 |                                         | Annual Charges Break Up |                              |                             |                        |                                 |                                |                                |                                         |                                        |
| Applicant                                                | Ass No | Property Address                            | Approved Yes/No | Total Annual Charge Donations 2017/2018 | Water Charge (100%)     | Water Charge (100% Donation) | Water Charge (75% Donation) | Sewerage Charge (100%) | Sewerage Charge (100% Donation) | Sewerage Charge (75% Donation) | Waste Management Charge (100%) | Waste Management Charge (100% Donation) | Waste Management Charge (50% Donation) |
| Country Women's Association of NSW (Burren Junction)     | 7773   | 13 Waterloo Street BURREN JUNCTION NSW 2386 | Y               | \$ 263.00                               | \$ -                    | \$ -                         | \$ -                        | \$ -                   | \$ -                            | \$ -                           | \$ 526.00                      |                                         | \$ 263.00                              |
| Country Women's Association of NSW (Collarenebri) (100%) | 11593  | 13 Wilson St Collarenebri NSW 2833          | Y               | \$ 1,991.00                             | \$ 958.00               | \$ 958.00                    |                             | \$ 507.00              | \$ 507.00                       |                                | \$ 526.00                      | \$ -526.00                              |                                        |
| Australian Indigenous Ministries                         | 30726  | 35 Sutherland St WALGETT NSW 2832           | Y               | \$ 1,339.25                             | \$ 958.00               |                              | \$ 718.50                   | \$ 477.00              |                                 | \$ 357.75                      | \$ 526.00                      |                                         | \$ 263.00                              |
| Australian Indigenous Ministries                         | 30966  | 47 Nanso St WALGETT NSW 2832                | Y               | \$ 1,339.25                             | \$ 958.00               |                              | \$ 718.50                   | \$ 477.00              |                                 | \$ 357.75                      | \$ 526.00                      |                                         | \$ 263.00                              |
| Roman Catholic Church                                    | 30882  | 89 Arthur St Walgett NSW 2832               | Y               | \$ 1,339.25                             | \$ 958.00               |                              | \$ 718.50                   | \$ 477.00              |                                 | \$ 357.75                      | \$ 526.00                      |                                         | \$ 263.00                              |
| Anglican Diocese of Armidale                             | 30916  | 19 Pitt St WALGETT NSW 2832                 | Y               | \$ 1,698.50                             | \$ 1,437.00             |                              | \$ 1,077.75                 | \$ 477.00              |                                 | \$ 357.75                      | \$ 526.00                      |                                         | \$ 263.00                              |
| Anglican Diocese of Armidale                             | 31054  | 15 Hastings Street BURREN JUNCTION NSW 2386 | Y               | \$ 26.50                                |                         |                              |                             |                        |                                 |                                | \$ 53.00                       |                                         | \$ 26.50                               |
| Anglican Property Trust Diocese of Bathurst              | 31096  | 45-47 Colin Street CARINDA NSW 2831         | Y               | \$ 263.50                               | \$ 316.00               |                              | \$ 237.00                   | \$ -                   |                                 | \$ -                           | \$ 53.00                       |                                         | \$ 26.50                               |
| Roman Catholic Church                                    | 31104  | 9 Cole St Carinda NSW 2831                  | Y               | \$ 263.50                               | \$ 316.00               |                              | \$ 237.00                   |                        |                                 | \$ -                           | \$ 53.00                       |                                         | \$ 26.50                               |
| Roman Catholic Church for the Diocese of Armidale        | 31227  | 2-4 High St Collarenebri NSW 2833           | Y               | \$ 1,380.25                             | \$ 958.00               |                              | \$ 718.50                   | \$ 507.00              |                                 | \$ 380.25                      | \$ 563.00                      |                                         | \$ 281.50                              |
| Church of England Diocese of Armidale                    | 31310  | 58-60 Wilson St COLLARENEBRI NSW 2833       | Y               | \$ 1,361.75                             | \$ 958.00               |                              | \$ 718.50                   | \$ 507.00              |                                 | \$ 380.25                      | \$ 526.00                      |                                         | \$ 263.00                              |
| Church of England Property Trust                         | 31377  | 1 Cumborah St CUMBORAH NSW 2832             | Y               | \$ 26.50                                |                         |                              | \$ -                        |                        |                                 | \$ -                           | \$ 53.00                       |                                         | \$ 26.50                               |

## 11.2.5 355 COMMITTEE OF COUNCIL- ROWENA HALL AND BURREN JUNCTION BORE BATH

**REPORTING SECTION:** Corporate Services  
**AUTHOR:** Chief Financial Officer - Michael Urquhart  
**FILE NUMBER:** 00/00/00

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### **Summary:**

Section 355 of the Local Government Act 1993 allows Council to delegate authority to individuals or committees to carry out functions on its behalf, or to take the care, control and management of various facilities. Walgett Shire Council acknowledges and appreciates the valuable contribution made by members of the community who volunteer their time to assist in the operation and management of facilities for the betterment of the broader community. This report intends to provide Council with information for the purpose of formalising two community groups as 355 Committees of Council.

### **Background:**

The Rowena Hall community group has for many years tirelessly managed the Rowena Hall, however, its status as a Council Committee has never been endorsed by Council.

Similarly, the Burren Junction Bore Bath community group has made a significant contribution to the on-going management and maintenance of one of the shires important tourist attractions. This in turn provides an economic benefit to the broader shire community.

### **Current position:**

At present both facilities are managed by unincorporated bodies or community members:

Rowena Hall is managed by an unincorporated organisation, but is owned by Walgett Shire Council. Bookings and the maintenance of the hall is generally organised by Council.

The Burren Junction Bore Bath is owned by Walgett Shire Council and the water operations from the bore to the bath is monitored by Council staff. General grounds and amenities maintenance is managed by a dedicated unincorporated community group, consisting of local residents and volunteer visiting campers.

The group has for many years raised funds for the improvement of the facility from camper donations and the proceeds of raffles. In more recent times the group has made the following improvements at the bore bath facility, purchase of a ride on lawn mower, planting/purchase of trees and irrigation system, construction of a new mens toilet, upgrade of lighting and painting of the amenities building. The group also has an amount of unexpended donations.

### **Relevant Reference Documents/Policies:**

Local Government Act 1993  
Council 355 Policy

### **Governance issues:**

Council has the authority to delegate management of the hall and the bore bath under section 355 of the Local Government Act 1993.

**Financial Implications:**

The 355 Committee operates under the control of Council and provide monthly financial reports, end of year financials are also lodged with Council for auditing and inclusion in Council’s financial statements. When volunteers work for the Committee they also complete a volunteers register of attendance. Creating a 355 Committee reduces unnecessary expenditure for a community group aiming to assist Council in the management and maintenance of its assets. The Committee is covered by Council’s public liability insurance and volunteer’s insurance cover. Formalising the groups will reduce Council’s exposure to uninsured operations at Council facilities.

**Alternative Solutions/Options:**

Council not approve the creation of the abovementioned 355 Committee’s.

**Conclusion**

The writer recommends to Council the creation of the Rowena Hall 355 Committee and Burren Junction Bore Bath 355 Committee. This is a great opportunity to build community capacity by engaging with the various Committee’s to assist Council in the on-going management and maintenance of these facilities.

**355 Committee**

**Recommendation:**

That the Chief Financial Officer report be received.

1. That Council formally agree to the creation of the Rowena Hall 355 Committee and the Burren Junction Bore Bath 355 Committee.
2. Council advertise the new Committees and call for nominations.

**Moved:**

**Seconded:**

## 11.2.6 ADOPTION OF WALGETT SHIRE DISABILITY INCLUSION ACTION PLAN 2017-2021

**REPORTING SECTION:** Corporate Services  
**AUTHOR:** George McCormick – Manager Community Development  
**FILE NUMBER:** 09/1763

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### **Summary:**

In 2014 the NSW Government introduced the Disability Inclusion Act. This act was developed to ensure all Local Government Areas have in place a current Plan by July 2017. Council works to promote access and inclusion of people with a disability in our community and recognises that people with a disability have a right to quality facilities and services that enable them to live and fully participate in their communities.

Over the past several months Council's community development staff has consulted extensively with residents, services, agencies and people with disabilities to present the Walgett Shire Disability Inclusion and Action Plan for consideration. The Draft Plan has been on display and is now tabled for Council adoption.

### **Background:**

Under the Disability Inclusion Act 2014, councils are required to develop Disability Inclusion Action Plans by 1 July 2017. A Disability Inclusion Action Plan demonstrates local government's commitment to people with a disability on improving access to services, facilities and jobs and is also designed to change perceptions about people with a disability.

### **Current Position:**

The final draft "Disability Inclusion Action Plan; 2017- 2021 was considered at the May 17 Council meeting and subsequently went on public display for a period of 28 days. At the close of the exhibition period there were no submissions.

During the exhibition period Council submitted the draft to the NSW Disability Council for comment. The NSW Disability Council representative suggested a small number of cosmetic changes to the plan. These changes have been made to the plan and are coloured in red.

### **Relevant Reference Documents/Policies:**

Walgett Shire Community Strategic Plan 2017-2027 and associated Plans  
Disability Inclusion Act 2014  
National Disability Strategy 2010-2020  
Australian Bureau of Statistics  
National Disability Insurance Scheme  
Australian Building Codes

### **Governance issues:**

Council is required to comply with the requirements of the NSW Disability Council and legislation supporting this.

### **Environmental issues:**

To be considered as relevant to particular operations and activities.

### **Stakeholders:**

Walgett Shire Council

Walgett Shire residents, organisations and agencies with an interest in the social outcomes of all people with a disability residing, working in, and visiting, the Walgett Shire.  
People with a disability and their families.

**Financial Implications:**

The Disability Plan has numerous actions and a large number of these are funded from the recurrent expenditure items such as salaries and wages, while others are specific such as capital improvements and the emergency footpath (DIAP) recurrent expenditure budget allocation. All identified actions are funded.

**Alternative Solutions/Options:**

As this is legislatively based, there are no alternative options available.

**Conclusion:**

This report recommends the Amended Walgett Shire Disability Inclusion Action Plan be adopted by Council.

**Disability Inclusion Action Plan 2017-2021 – Adoption**

**Recommendation:**

As there were no submissions Council formally adopts the Walgett Shire Disability Inclusion Action Plan (DIAP) 2017-2021

**Moved:**

**Seconded:**

**Attachments:**

The Amended Walgett Shire Disability Inclusion Action Plan 2017-2021 will be tabled on meeting day for Councillor Review.

## 11.2.7 BURREN JUNCTION HALL 355 COMMITTEE APPLICATIONS

**REPORTING SECTION:** Corporate Services  
**AUTHOR:** Michael Urquhart – Chief Financial Officer  
**FILE NUMBER:** 00/00/00

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**Summary:**

The report is presented to Council for consideration of the attached applications for Membership to the Burren Junction Hall 355 Committee.

**Background:**

Section 355 of the Local Government Act 1993 allows Council to delegate authority to individuals or committees to carry out functions on its behalf, or to take the care, control and management of various facilities. The Burren Junction community has rallied together to assist with a successful hall refurbishment grant, raise funds to purchase much needed refrigeration equipment for the hall and to assist with the general maintenance of the hall. Council encourages this type of support from its community.

At its February 2017 Council formalised the formation of the Burren Junction Hall 355 Committee and called for applications. To date six (6) applications have been received for membership.

**Current position:**

The hall is presently managed for bookings and maintained by Walgett Shire Council. This arrangement will continue with the Committee carrying out small maintenance and grounds activities. The Committee can raise funds for future works at the hall and this will be reported to Council. The financial position of the Committee shall form part of Council's consolidated year-end financial statements.

**Relevant Reference Documents/Policies:**

Local Government Act 1993  
WSC Section 355 Committee Guidelines

**Stakeholders:**

Walgett Shire Council  
Burren Junction Community

**Governance issues:**

Council has the authority to delegate management of the hall under section 355 of the Local Government Act 1993.

**Financial Implications:**

The 355 Committee operates under the control of Council and will provide a monthly financial report, end of year financials are also lodged with Council for auditing and inclusion in Council's financial statements. When volunteers work for the Committee they also complete a volunteers register of attendance. Creating a 355 Committee reduces unnecessary expenditure for a community group aiming to assist Council in the management and maintenance of its assets. The Committee members are covered by Council's public liability insurance, accident and volunteer's insurance cover.

**Alternative Solutions/Options:**

Council not approve membership of the applicants to the Burren Junction Hall 355 Committee.

**Conclusion**

The writer recommends to Council the following six applicants be accepted as members of the Burren Junction Hall 355 Committee. Mr. Philip Marshall, Mrs. Coral Marshall, Mrs. Elizabeth Powell, Mr. Philip Powell, Mrs. Lucinda Stump and Mr. Sandy Stump.

| <b>Burren Junction Hall 355 Committee Applications</b>                                                                                                                                                                                                                                                                                                                                                              |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <ol style="list-style-type: none"><li>1. That the Chief Financial Officer report be received</li><li>2. That Council formally agree to the membership of Mr Mr. Philip Marshall, Mrs. Coral Marshall, Mrs. Elizabeth Powell, Mr. Philip Powell, Mrs. Lucinda Stump and Mr. Sandy Stump to the Burren Junction Hall 355 Committee.</li></ol> <p><b>Moved:</b><br/><b>Seconded:</b></p> |

## 11.2.8 WALGETT SHIRE NATIONAL YOUTH WEEK PROGRAM 2017

**REPORTING SECTION:** Corporate Services  
**AUTHOR:** George McCormick – Manager Community Development  
**FILE NUMBER:** 09/1763

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### **Summary:**

Youth Week began as a NSW Government initiative in 1989, and has since grown to be a celebration of young people in every state and territory across the country. It is organised by young people, for young people, in communities across NSW and Australia. Following the success of the NSW Youth Week program, Youth Week became a National event in 2000. National Youth Week is jointly supported by the Australian Government, State and Territory Governments and Local Governments. National Youth Week is an opportunity for young people to share ideas, attend live events, have their voices heard on issues of concern to them, showcase their talents, celebrate their contribution to the community, take part in competitions and have fun!

### **Background:**

National Youth Week (NYW) which this year was staged in our Shire from 31<sup>st</sup> March – 13<sup>th</sup> April and is an important event for youth services as it is the largest celebration of young people across Australia, with thousands of young people aged 12-25 involved each year.

The Walgett Shire Youth and Community Development Team planned all year, working in partnership with the Youth Council and service providers to improve all outcomes for the 2017 program.

Walgett Shire Council was awarded three (3) of a possible four (4) Awards at last year's NSW Local Government Awards and has recorded this recognition for service planning, innovation and delivery consistently for the past ten (10) years.

This year Council offered youth and young people an amazing two weeks (simply because we can't fit it all in one week) of entertainment opportunities and excitement to be remembered focusing on the theme "*Get involved, be heard, make a difference*".

### **Current Position:**

The 2017 program recorded 2168 participants, an average of 58 youth and young people attending 37 programs and initiatives spread across the Walgett Shire. Numbers of community members were higher than previous years which demonstrates community participation and interest in what and why our youth and celebrating this National event.

Under the direction of the Walgett Youth Council, fresh ideas has allowed for these outstanding outcomes with support by Councils Libraries, Youth and Community Development teams, local, regional and state organisations, agencies and individuals.

This year we experienced a slight decrease in organisational support as some have ceased to operate across our Shire, however we still recorded (32) thirty-two organisations /agency/ community/ business and individual support this year.

### **Relevant Reference Documents/Policies**

Walgett Shire Council Community Strategic Plan 2012 – 2022

Walgett Shire Youth Development Youth Strategy 2009 – 2014

**Governance issues:**

Nil

**Environmental issues:**

Nil

**Stakeholders:**

Walgett Shire Council  
Walgett Shire Youth Council  
Youth Development Team  
Youth and Young people of Walgett Shire  
Walgett Shire Communities  
Service providers and local organisations/agencies

**Financial Implications:**

Allocated for - 2016/17 budget.

**Alternative Solutions/Options:**

Not applicable

**Conclusion:**

The youth and Community Development teams and the Youth Council have successfully implemented a successful youth week programs again this year recording high participation numbers. This is a great result for our Shire, supporting service providers who together with our young people have delivered another outstanding youth week program. The complete acquittal document is attached for your reference.

**Walgett Shire National Youth Week 2017**

**Recommendation:**

1. That the report for Walgett Shire Youth Week 2017 be received and noted.
2. That the attached evaluation by received.

**Moved:**

**Seconded:**

**Attachments:**

Report and evaluation of Walgett Shire Youth Week 2017 under separate cover.

## 11.2.9 MAKING THE ORDINARY RATES AND ANNUAL CHARGES

**REPORTING SECTION:** Corporate Services  
**AUTHOR:** Kevin Dunshea – Rates Clerk  
**FILE NUMBER:** 17/61

### Summary

Council is required to make the rates and charges for the 2017/2018 financial year commencing on 1<sup>st</sup> July 2017, pursuant to sections 500, 534 and 535 of the *Local Government Act 1993 NSW*.

### Background

Following the Council resolution at its meeting held on 31<sup>st</sup> May 2017 the Operational Plan 2017/2018 incorporating the proposed 2017/2018 Rates & Charges, contained within the Statement of Revenue Policy and Schedule of Fees & Charges 2017/2018, was placed on public exhibition for 28 days until 28<sup>th</sup> June 2017 in accordance with section 532 of the *Local Government Act 1993 NSW*.

### Current Position

That, in accordance with section 534 and 535 of the *Local Government Act 1993 NSW*, Council make the Ordinary Rates (numbered 1 to 21) for every parcel of rateable land within the Walgett Shire for the 2017/2018 rating year commencing 1 July 2017 as detailed in the Operation Plan 2017/2018 – Statement of Revenue Policy. A summary of these Ordinary Rates is noted in **Table 1** below.

**TABLE 1**

| Rates                                                  |                                    | Walgett Shire Council - General Purpose Rates Forecast 2017/2018. |                                 |             |                      |                            |                     |                  |                    |
|--------------------------------------------------------|------------------------------------|-------------------------------------------------------------------|---------------------------------|-------------|----------------------|----------------------------|---------------------|------------------|--------------------|
| Ordinary Rates - Depicting 1.5% Rates Pegging Increase |                                    |                                                                   |                                 |             |                      |                            |                     |                  |                    |
| Order                                                  | Description                        | No. Assess                                                        | Ad Valorem Amount in the Dollar | Base Amount | Land Value           | 2017/18 Ad Valorem         | 2017/18 Base Amount | 2017/2018 Totals | Avg Per Assessment |
| 1                                                      | Walgett Residential                | 643                                                               | 0.01848000                      | 200.00      | 10,710,490           | 197,929.86                 | 128,600.00          | 326,529.86       | 507.82             |
| 2                                                      | Lightning Ridge Residential        | 650                                                               | 0.00965000                      | 200.00      | 20,047,610           | 193,459.44                 | 130,000.00          | 323,459.44       | 497.63             |
| 3                                                      | Collarenebri Residential           | 208                                                               | 0.11176000                      | 200.00      | 449,230              | 50,205.94                  | 41,600.00           | 91,805.94        | 441.37             |
| 4                                                      | Burren Junction Residential        | 94                                                                | 0.04182000                      | 150.00      | 603,600              | 25,242.55                  | 14,100.00           | 39,342.55        | 418.54             |
| 5                                                      | Carinda Residential                | 65                                                                | 0.07615000                      | 75.00       | 98,300               | 7,485.55                   | 4,875.00            | 12,360.55        | 190.16             |
| 6                                                      | Cumbarrah Residential              | 56                                                                | 0.00946000                      | 75.00       | 602,100              | 5,695.87                   | 4,200.00            | 9,895.87         | 176.71             |
| 7                                                      | Rowena/Come-By-Chance Reside       | 38                                                                | 0.14285000                      | 75.00       | 25,300               | 3,614.11                   | 2,850.00            | 6,464.11         | 170.11             |
| 8                                                      | Residential - Preserved Opal Field | 1767                                                              | 0.08423000                      | 100.00      | 4,216,450            | 355,151.58                 | 176,700.00          | 531,851.58       | 300.99             |
| 9                                                      | Residential - Mineral Claim        |                                                                   | 0.08423000                      | 100.00      |                      |                            |                     |                  |                    |
| 10                                                     | Residential                        | 84                                                                | 0.00745000                      | 150.00      | 3,671,660            | 27,353.87                  | 12,600.00           | 39,953.87        | 475.64             |
| 11                                                     | Walgett Business                   | 125                                                               | 0.02775000                      | 300.00      | 3,002,390            | 83,316.32                  | 37,500.00           | 120,816.32       | 966.53             |
| 12                                                     | Lightning Ridge Business           | 112                                                               | 0.01175000                      | 300.00      | 6,523,700            | 76,653.48                  | 33,600.00           | 110,253.48       | 984.41             |
| 13                                                     | Collarenebri Business              | 31                                                                | 0.12329000                      | 300.00      | 112,450              | 13,863.96                  | 9,300.00            | 23,163.96        | 747.22             |
| 14                                                     | Burren Junction Business           | 20                                                                | 0.03528000                      | 250.00      | 250,150              | 8,825.29                   | 5,000.00            | 13,825.29        | 691.26             |
| 15                                                     | Carinda Business                   | 16                                                                | 0.01704000                      | 120.00      | 140,500              | 2,394.12                   | 1,920.00            | 4,314.12         | 269.63             |
| 16                                                     | Rowena/Come-By-Chance Busine       | 7                                                                 | 0.09962000                      | 120.00      | 13,200               | 1,314.98                   | 840.00              | 2,154.98         | 307.85             |
| 17                                                     | Business - Preserved Opal Fields   | 49                                                                | 0.05390000                      | 250.00      | 272,150              | 14,668.89                  | 12,250.00           | 26,918.89        | 549.37             |
| 18                                                     | Business - Mineral Claim           |                                                                   | 0.05390000                      | 250.00      |                      |                            |                     |                  |                    |
| 19                                                     | Business                           | 105                                                               | 0.00978000                      | 150.00      | 2,667,060            | 26,083.85                  | 15,750.00           | 41,833.85        | 398.42             |
| 20                                                     | Rural (Farmland)                   | 746                                                               | 0.00301530                      | 100.00      | 948,813,663          | 2,860,957.84               | 74,600.00           | 2,935,557.84     | 3,935.06           |
| 21                                                     | Rural Irrigable (Farmland)         | 83                                                                | 0.00301530                      | 100.00      | 237,514,760          | 716,178.26                 | 8,300.00            | 724,478.26       | 8,728.65           |
|                                                        | <b>Totals</b>                      | <b>4899</b>                                                       |                                 |             | <b>1,239,734,763</b> | <b>4,670,396</b>           | <b>714,585</b>      | <b>5,384,981</b> |                    |
|                                                        |                                    |                                                                   |                                 |             |                      |                            |                     |                  |                    |
|                                                        |                                    |                                                                   |                                 |             |                      | Notional Yield             |                     | 5,309,896        |                    |
|                                                        |                                    |                                                                   |                                 |             |                      | Increase 1.5%              |                     | 79,648           |                    |
|                                                        |                                    |                                                                   |                                 |             |                      |                            |                     | 5,389,544        |                    |
|                                                        |                                    |                                                                   |                                 |             |                      | Less Excess from 16/17Year |                     | (4,478)          |                    |
|                                                        |                                    |                                                                   |                                 |             |                      | <b>Allowable Yield</b>     |                     | <b>5,385,066</b> |                    |

**1. Walgett Residential Rate**

A Walgett Residential Ordinary Ad Valorem Amount of 0.01848 cents in the dollar levied on the land value of all rateable land sub-categorised as Walgett Residential within Walgett Shire in accordance with section 529(2)(b) of the *Local Government Act 1993 NSW* and having a Base Amount per assessment of \$200.00 representing 39% of the total yield in accordance with section 500 of the *Local Government Act 1993 NSW*.

**2. Lightning Ridge Residential Rate**

A Lightning Ridge Residential Ordinary Ad Valorem Amount of 0.00965 cents in the dollar levied on the land value of all rateable land sub-categorised as Lightning Ridge Residential within Walgett Shire in accordance with section 529(2)(b) of the *Local Government Act 1993 NSW* and having a Base Amount per assessment of \$200.00 representing 40% of the total yield in accordance with section 500 of the *Local Government Act 1993 NSW*.

**3. Collarenebri Residential Rate**

A Collarenebri Residential Ordinary Ad Valorem Amount of 0.11176 cents in the dollar levied on the land value of all rateable land sub-categorised as Collarenebri Residential within Walgett Shire in accordance with section 529(2)(b) of the *Local Government Act 1993 NSW* and having a Base Amount per assessment of \$200.00 representing 45% of the total yield in accordance with section 500 of the *Local Government Act 1993 NSW*.

**4. Burren Junction Residential Rate**

A Burren Junction Residential Ordinary Ad Valorem Amount of 0.04182 cents in the dollar levied on the land value of all rateable land sub-categorised as Burren Junction Residential within Walgett Shire in accordance with section 529(2)(b) of the *Local Government Act 1993 NSW* and having a Base Amount per assessment of \$150.00 representing 36% of the total yield in accordance with section 500 of the *Local Government Act 1993 NSW*.

**5. Carinda Residential Rate**

A Carinda Residential Ordinary Ad Valorem Amount of 0.07615 cents in the dollar levied on the land value of all rateable land sub-categorised as Carinda Residential within Walgett Shire in accordance with section 529(2)(b) of the *Local Government Act 1993 NSW* and having a Base Amount per assessment of \$75.00 representing 39% of the total yield in accordance with section 500 of the *Local Government Act 1993 NSW*.

**6. Cumborah Residential Rate**

A Cumborah Residential Ordinary Ad Valorem Amount of 0.00946 cents in the dollar levied on the land value of all rateable land sub-categorised as Cumborah Residential within Walgett Shire in accordance with section 529(2)(b) of the *Local Government Act 1993 NSW* and having a Base Amount per assessment of \$75.00 representing 42% of the total yield in accordance with section 500 of the *Local Government Act 1993 NSW*.

**7. Rowena/Come-By-Chance Residential Rate**

A Rowena/Come-By-Chance Residential Ordinary Ad Valorem Amount of 0.14285 cents in the dollar levied on the land value of all rateable land sub-categorised as Rowena/Come-By-Chance Residential within Walgett Shire in accordance with section 529(2)(b) of the *Local Government Act 1993 NSW* and having a Base Amount per assessment of \$75.00 representing 44% of the total yield in accordance with section 500 of the *Local Government Act 1993 NSW*.

**8. Residential – Preserved Opal Fields Rate**

A Residential – Preserved Opal Fields Ordinary Ad Valorem Amount of 0.08423 cents in the dollar levied on the land value of all rateable land sub-categorised as Residential – Preserved

Opal Fields within Walgett Shire in accordance with section 529(2)(b) of the *Local Government Act 1993 NSW* and having a Base Amount per assessment of \$100.00 representing 33% of the total yield in accordance with section 500 of the *Local Government Act 1993 NSW*.

**9. Residential – Mineral Claim Rate**

A Residential – Mineral Claim Ordinary Ad Valorem Amount of 0.08423 cents in the dollar levied on the land value of all rateable land sub-categorised as Residential – Mineral Claim within Walgett Shire in accordance with section 529(2)(b) of the *Local Government Act 1993 NSW* and having a Base Amount per assessment of \$100.00 representing 0% of the total yield in accordance with section 500 of the *Local Government Act 1993 NSW*.

**10. Residential Rate**

A Residential Ordinary Ad Valorem Amount of 0.00745 cents in the dollar levied on the land value of all rateable land within Walgett Shire categorised as residential in accordance with section 516 of the *Local Government Act 1993 NSW* and having a Base Amount per assessment of \$150.00 representing 32% of the total yield in accordance with section 500 of the *Local Government Act 1993 NSW*.

**11. Walgett Business Rate**

A Walgett Business Ordinary Ad Valorem Amount of 0.02775 cents in the dollar levied on the land value of all rateable land sub-categorised as Walgett Business within Walgett Shire in accordance with section 529(2) (d) of the *Local Government Act 1993 NSW* and having a Base Amount per assessment of \$300.00 representing 31% of the total yield in accordance with section 500 of the *Local Government Act 1993 NSW*.

**12. Lightning Ridge Business Rate**

A Lightning Ridge Business Ordinary Ad Valorem Amount of 0.01175 cents in the dollar levied on the land value of all rateable land sub-categorised as Lightning Ridge Business within Walgett Shire in accordance with section 529(2)(d) of the *Local Government Act 1993 NSW* and having a Base Amount per assessment of \$300.00 representing 30% of the total yield in accordance with section 500 of the *Local Government Act 1993 NSW*.

**13. Collarenebri Business Rate**

A Collarenebri Business Ordinary Ad Valorem Amount of 0.12329 cents in the dollar levied on the land value of all rateable land sub-categorised as Collarenebri Business within Walgett Shire in accordance with section 529(2)(d) of the *Local Government Act 1993 NSW* and having a Base Amount per assessment of \$300.00 representing 40% of the total yield in accordance with section 500 of the *Local Government Act 1993 NSW*.

**14. Burren Junction Business Rate**

A Burren Junction Business Ordinary Ad Valorem Amount of 0.03528 cents in the dollar levied on the land value of all rateable land sub-categorised as Burren Junction Business within Walgett Shire in accordance with section 529(2)(d) of the *Local Government Act 1993 NSW* and having a Base Amount per assessment of \$250.00 representing 36% of the total yield in accordance with section 500 of the *Local Government Act 1993 NSW*.

**15. Carinda Business Rate**

A Carinda Business Ordinary Ad Valorem Amount of 0.01704 cents in the dollar levied on the land value of all rateable land sub-categorised as Carinda Business within Walgett Shire in accordance with section 529(2)(d) of the *Local Government Act 1993 NSW* and having a Base Amount per assessment of \$120.00 representing 45% of the total yield in accordance with section 500 of the *Local Government Act 1993 NSW*.

**16. Rowena/Come-By-Chance Business Rate**

A Rowena/Come-By-Chance Business Ordinary Ad Valorem Amount of 0.09962 cents in the dollar levied on the land value of all rateable land sub-categorised as Business within Walgett Shire in accordance with section 529(2)(d) of the *Local Government Act 1993 NSW* and having a Base Amount per assessment of \$120.00 representing 39% of the total yield in accordance with section 500 of the *Local Government Act 1993 NSW*.

**17. Business – Preserved Opal Fields Rate**

A Business – Preserved Opal Fields Ordinary Ad Valorem Amount of 0.0539 cents in the dollar levied on the land value of all rateable land sub-categorised as Business – Preserved Opal Fields within Walgett Shire in accordance with section 529(2)(d) of the *Local Government Act 1993 NSW* and having a Base Amount per assessment of \$250.00 representing 46% of the total yield in accordance with section 500 of the *Local Government Act 1993 NSW*.

**18. Business – Mineral Claim Rate**

A Business – Mineral Claim Ordinary Ad Valorem Amount of 0.0539 cents in the dollar levied on the land value of all rateable land sub-categorised as Business – Mineral Claim within Walgett Shire in accordance with section 529(2)(d) of the *Local Government Act 1993 NSW* and having a Base Amount per assessment of \$250.00 representing 0% of the total yield in accordance with section 500 of the *Local Government Act 1993 NSW*.

**19. Business Rate**

A Business Ordinary Ad Valorem Amount of 0.00978 cents in the dollar levied on the land value of all rateable land within Walgett Shire categorised as Business in accordance with section 518 of the *Local Government Act 1993 NSW* and having a Base Amount per assessment of \$150.00 representing 38% of the total yield in accordance with section 500 of the *Local Government Act 1993 NSW*.

**20. Rural (Farmland)**

A Rural (Farmland) Ordinary Ad Valorem Amount of 0.0030153 cents in the dollar levied on the land value of all rateable land within Walgett Shire categorised as Rural (Farmland) in accordance with section 515 of the *Local Government Act 1993 NSW*, and having a Base Amount per assessment of \$100.00 representing 3% of the total yield in accordance with section 500 of the *Local Government Act 1993 NSW*.

**21. Rural Irrigable (Farmland)**

A Rural Irrigable Ordinary Ad Valorem Amount of 0.0030153 cents in the dollar levied on the land value of all rateable land sub-categorised as Rural Irrigable (Farmland) within Walgett Shire in accordance with section 529(2)(a) of the *Local Government Act 1993 NSW*, and having a Base Amount per assessment of \$100.00 representing 1% of the total yield in accordance with section 500 of the *Local Government Act 1993 NSW*.

That, in accordance with section 496 and 501 of the *Local Government Act 1993 NSW*, Council make the Annual Charges for every parcel of rateable land within the Walgett Shire for the 2017/2018 rating year commencing 1 July 2017 as detailed in the Operation Plan 2017/2018 – Statement of Revenue Policy. A summary of these Annual Charges is noted in **Table 2** below.

**Domestic Waste Management Services**

That, in accordance with section 496 (1) of the *Local Government Act 1993 NSW*, Council make an annual charge of four hundred and seventy three dollars exactly (\$473.00) per service for the provision of domestic waste management services for each parcel of rateable land for which the service is available for the 2017/2018 rating year commencing on 1st July 2017.

**WALGETT SHIRE COUNCIL AGENDA –29 June 2017 – ORDINARY COUNCIL MEETING**

That, in accordance with section 496 (2) of the *Local Government Act 1993 NSW*, Council make an annual charge of four hundred and seventy three dollars exactly (\$473.00) per service requested to non-rateable residential properties for the 2017/2018 rating year commencing on 1st July 2017.

**Water Supply, Sewerage Services and Waste Management Services**

That, in accordance with section 501 of the *Local Government Act 1993 NSW*, Council make the annual charges for Water Supply, Sewerage Services and Waste Management Services for the 2017/2018 rating year commencing on 1st July 2017. These charges are set out in Council's *Operational Plan – Schedule of Fees and Charges 2017/2018* under the headings Waste Management, Trade Waste Management, Water and Sewerage and listed in **Table 2** below.

**TABLE 2**  
Waste Management Charges

| SERVICE PROVIDED                                      |                          | DOMESTIC WASTE MANAGEMENT |           |           |
|-------------------------------------------------------|--------------------------|---------------------------|-----------|-----------|
|                                                       |                          | 2017/2018                 | 2016/2017 | 2015/2016 |
| Domestic Waste Collection Charge (S496) per occupancy | <i>per bin per annum</i> | \$ 473.00                 | \$ 461.00 | 450.00    |

| SERVICE PROVIDED                              |                          | TRADE WASTE MANAGEMENT |            |           |
|-----------------------------------------------|--------------------------|------------------------|------------|-----------|
|                                               |                          | 2017/2018              | 2016/2017  | 2015/2016 |
| 240L MGB Collection - weekly collection       | <i>per bin per annum</i> | \$ 473.00              | \$ 461.00  | 450.00    |
| 360L MGB Collection - twice weekly collection | <i>per bin per annum</i> | \$1,350.00             | \$1,317.00 | 1,285.30  |
| 360L MGB weekly Service                       | <i>per bin per annum</i> | \$ 675.00              | \$ 659.00  | 642.65    |

| SERVICE PROVIDED               |                  | WASTE MANAGEMENT |           |           |
|--------------------------------|------------------|------------------|-----------|-----------|
|                                |                  | 2017/2018        | 2016/2017 | 2015/2016 |
| Waste Management Charge (S501) | <i>per annum</i> | \$ 53.00         | \$ 51.00  | 49.40     |

Water Access Charges

|                                        |                        | 2.50%     | 2.50%     | 2.50%     | 2.50%     |           |           |
|----------------------------------------|------------------------|-----------|-----------|-----------|-----------|-----------|-----------|
| River Water - Walgett and Collarenebri |                        | 2020-2021 | 2019-2020 | 2018-2019 | 2017-2018 | 2016/2017 | 2015/2016 |
| 20mm Connection                        | <i>Residential</i>     | 516.00    | 503.00    | 491.00    | 479.00    | 467.00    | 455.49    |
| 20mm Connection                        | <i>Non Residential</i> | 516.00    | 503.00    | 491.00    | 479.00    | 467.00    | 455.49    |
| 25mm Connection                        | <i>Residential</i>     | 516.00    | 503.00    | 491.00    | 479.00    | 467.00    | 455.49    |
| 25mm Connection                        | <i>Non Residential</i> | 805.00    | 785.00    | 766.00    | 747.00    | 729.00    | 711.47    |
| 32mm Connection                        | <i>Residential</i>     | 516.00    | 503.00    | 491.00    | 479.00    | 467.00    | 455.49    |
| 32mm Connection                        | <i>Non Residential</i> | 1,319.00  | 1,287.00  | 1,256.00  | 1,225.00  | 1,195.00  | 1165.84   |
| 40mm Connection                        | <i>Residential</i>     | 516.00    | 503.00    | 491.00    | 479.00    | 467.00    | 455.49    |
| 40mm Connection                        | <i>Non Residential</i> | 2,061.00  | 2,011.00  | 1,962.00  | 1,914.00  | 1,867.00  | 1821.91   |
| 50mm Connection                        | <i>Residential</i>     | 516.00    | 503.00    | 491.00    | 479.00    | 467.00    | 455.49    |
| 50mm Connection                        | <i>Non Residential</i> | 3,222.00  | 3,143.00  | 3,066.00  | 2,991.00  | 2,918.00  | 2847.01   |
| 75mm Connection                        | <i>Residential</i>     | 516.00    | 503.00    | 491.00    | 479.00    | 467.00    | 455.49    |
| 75mm Connection                        | <i>Non Residential</i> | 7,070.00  | 6,898.00  | 6,730.00  | 6,566.00  | 6,406.00  | 6405.49   |
| 100mm Connection                       | <i>Residential</i>     | 516.00    | 503.00    | 491.00    | 479.00    | 467.00    | 455.49    |
| 100mm Connection                       | <i>Non Residential</i> | 12,570.00 | 12,263.00 | 11,964.00 | 11,672.00 | 11,387.00 | 11386.92  |
| Unmetered                              | <i>Residential</i>     |           |           |           | N/A       | 467.00    | 455.49    |
| Unmetered                              | <i>Non Residential</i> |           |           |           | N/A       | 467.00    | 455.49    |

**WALGETT SHIRE COUNCIL AGENDA –29 June 2017 – ORDINARY COUNCIL MEETING**

|                                                         |                 | 2.50%     | 2.50%     | 2.50%     | 2.50%     |           |           |
|---------------------------------------------------------|-----------------|-----------|-----------|-----------|-----------|-----------|-----------|
| <b>Bore Water - Lightning Ridge, Carinda and Rowena</b> |                 | 2020-2021 | 2019-2020 | 2018-2019 | 2017-2018 | 2016/2017 | 2015/2016 |
| 20mm Connection                                         | Residential     | 340.00    | 332.00    | 324.00    | 316.00    | 308.00    | 300.35    |
| 20mm Connection                                         | Non Residential | 340.00    | 332.00    | 324.00    | 316.00    | 308.00    | 300.35    |
| 25mm Connection                                         | Residential     | 340.00    | 332.00    | 324.00    | 316.00    | 308.00    | 300.35    |
| 25mm Connection                                         | Non Residential | 530.00    | 517.00    | 504.00    | 492.00    | 480.00    | 468.78    |
| 32mm Connection                                         | Residential     | 340.00    | 332.00    | 324.00    | 316.00    | 308.00    | 300.35    |
| 32mm Connection                                         | Non Residential | 870.00    | 849.00    | 828.00    | 808.00    | 788.00    | 769.1     |
| 40mm Connection                                         | Residential     | 340.00    | 332.00    | 324.00    | 316.00    | 308.00    | 300.35    |
| 40mm Connection                                         | Non Residential | 1,359.00  | 1,326.00  | 1,294.00  | 1,262.00  | 1,231.00  | 1201.31   |
| 50mm Connection                                         | Residential     | 340.00    | 332.00    | 324.00    | 316.00    | 308.00    | 300.35    |
| 50mm Connection                                         | Non Residential | 2,124.00  | 2,072.00  | 2,021.00  | 1,972.00  | 1,924.00  | 1877.32   |
| 75mm Connection                                         | Residential     | 340.00    | 332.00    | 324.00    | 316.00    | 308.00    | 300.35    |
| 75mm Connection                                         | Non Residential | 4,639.00  | 4,526.00  | 4,416.00  | 4,308.00  | 4,203.00  | 4202.46   |
| 100mm Connection                                        | Residential     | 340.00    | 332.00    | 324.00    | 316.00    | 308.00    | 300.35    |
| 100mm Connection                                        | Non Residential | 8,243.00  | 8,042.00  | 7,846.00  | 7,655.00  | 7,468.00  | 7467.89   |
| Unmetered                                               | Residential     |           |           |           | N/A       | 308.00    | 300.35    |
| Unmetered                                               | Non Residential |           |           |           | N/A       | 308.00    | 300.35    |

**Water Consumption Charges**

|                                               |                       | 5.00%     | 5.00%     | 5.00%     | 5.00%     |           |           |
|-----------------------------------------------|-----------------------|-----------|-----------|-----------|-----------|-----------|-----------|
| <b>River Water - Walgett and Collarenebri</b> |                       | 2020-2021 | 2019-2020 | 2018-2019 | 2017-2018 | 2016/2017 | 2015/2016 |
| Filtered Usage Charge                         | per kilolitre <500kl  | 0.95      | 0.90      | 0.86      | 0.82      | 0.7800    | 0.7565    |
| Filtered Usage Charge                         | per kilolitre >500kl  | 1.46      | 1.35      | 1.26      | 1.17      | 1.0900    | 1.0591    |
| Raw Usage Charge                              | per kilolitre <,500kl | 0.32      | 0.30      | 0.29      | 0.27      | 0.2600    | 0.251     |
| Raw Usage Charge                              | per kilolitre >500kl  | 0.48      | 0.45      | 0.42      | 0.39      | 0.3600    | 0.3515    |

|                                                         |                      | 5.00%     | 5.00%     | 5.00%     | 5.00%     |           |           |
|---------------------------------------------------------|----------------------|-----------|-----------|-----------|-----------|-----------|-----------|
| <b>Bore Water - Lightning Ridge, Carinda and Rowena</b> |                      | 2020-2021 | 2019-2020 | 2018-2019 | 2017-2018 | 2016/2017 | 2015/2016 |
| Usage Charge                                            | per kilolitre <500kl | 0.32      | 0.30      | 0.29      | 0.27      | 0.2600    | 0.2222    |
| Usage Charge                                            | per kilolitre >500kl | 0.48      | 0.45      | 0.42      | 0.39      | 0.3600    | 0.3111    |

**Sewer Charges**

| 2017/2018 2016/2017 2015/2016                                                                                  |             |           |           |        |  |
|----------------------------------------------------------------------------------------------------------------|-------------|-----------|-----------|--------|--|
| All properties either connected to or within 75 metres of a Council sewer main and able to connect are charged |             |           |           |        |  |
| Walgett                                                                                                        | per annum   | \$ 477.00 | \$ 465.00 | 454.11 |  |
| Lightning Ridge                                                                                                | per annum   | \$ 425.00 | \$ 415.00 | 403.24 |  |
| Collarenebri                                                                                                   | per annum   | \$ 507.00 | \$ 495.00 | 494.75 |  |
| <b>Additional Sewer Connections (per connection)</b>                                                           |             |           |           |        |  |
| Walgett                                                                                                        | per annum   | \$ 477.00 | \$ 465.00 | 454.11 |  |
| Lightning Ridge                                                                                                | per annum   | \$ 425.00 | \$ 415.00 | 403.24 |  |
| Collarenebri                                                                                                   | per annum   | \$ 507.00 | \$ 495.00 | 494.75 |  |
| <b>Cistern charges - Applicable to Business categories (per toilet/urinal)</b>                                 |             |           |           |        |  |
| Walgett                                                                                                        | per cistern | \$ 74.00  | \$ 72.00  | 71.16  |  |
| Lightning Ridge                                                                                                | per cistern | \$ 67.00  | \$ 65.00  | 63.28  |  |
| Collarenebri                                                                                                   | per cistern | \$ 67.00  | \$ 65.00  | 64.05  |  |

**Accrual of Interest on Overdue Rates and Charges**

The Office of Local Government via NSW Government Gazette No 54 - 12 May 2017 - Page 1693 has set the maximum interest on overdue rates and charges for the 2017/2018 rating year at seven point five percent (7.5%). It is recommended that, in accordance with Section 566 of the *Local Government Act 1993 NSW*, Council adopt this rate of interest to be applied on overdue rates and charges in the 2017/2018 rating year commencing on 1st July 2017.

**Relevant Reference Documents/Policies**

- Local Government Act 1993 NSW
- NSW Government Gazette No 54 - 12 May 2017 - Page 1693
- Operational Plan – Schedule of Fees and Charges 2017/2018

**Governance Issues**

Council will ensure it remains fair, equitable and transparent in the process of making the rates and charges annually and has meet requirements of Section 532 of the Local Government Act 1993 NSW

**Environmental issues:**

There are no identified environmental issues relating to this matter.

**Stakeholders:**

Walgett Shire Residents  
Walgett Shire Council

**Financial Implications:**

Council must ensure that it makes the rates and charges for 2017/2018 rating year commencing on 1st July 2017 by resolution at a Council meeting and that relevant sections of the *Local Government Act 1993 NSW* are quoted to ensure legitimacy of these rates and charges once adopted and levied.

**Alternative Solutions/Options:**

There are no alternative options available to Council when making the annual rates and charges

**Making of the Ordinary Rates for the 2017/2018 year**

**Recommendation:**

That Council:

1. Resolves in accordance with sections 534 and 535 of the Local Government Act 1993 NSW, to make the Ordinary Rates for the 2017/2018 rating year commencing 1st July 2017 as set out in Table 1 below on the land value for all rateable land within each category and sub-category at the amount in the dollar specified and the applicable base amounts for each category and sub-category applied in accordance with section 500 of the Local Government Act 1993 NSW.

Continued.

TABLE 1

| Rates                                                  |                                   | Walgett Shire Council - General Purpose Rates Forecast 2017/2018. |                                 |             |                      |                    |                            |                  |                    |
|--------------------------------------------------------|-----------------------------------|-------------------------------------------------------------------|---------------------------------|-------------|----------------------|--------------------|----------------------------|------------------|--------------------|
| Ordinary Rates - Depicting 1.5% Rates Pegging Increase |                                   |                                                                   |                                 |             |                      |                    |                            |                  |                    |
| Order                                                  | Description                       | No. Assess                                                        | Ad Valorem Amount in the Dollar | Base Amount | Land Value           | 2017/18 Ad Valorem | 2017/18 Base Amount        | 2017/2018 Totals | Avg Per Assessment |
| 1                                                      | Walgett Residential               | 643                                                               | 0.01848000                      | 200.00      | 10,710,490           | 197,929.86         | 128,600.00                 | 326,529.86       | 507.82             |
| 2                                                      | Lightning Ridge Residential       | 650                                                               | 0.00965000                      | 200.00      | 20,047,610           | 193,459.44         | 130,000.00                 | 323,459.44       | 497.63             |
| 3                                                      | Collarenebri Residential          | 208                                                               | 0.11176000                      | 200.00      | 449,230              | 50,205.94          | 41,600.00                  | 91,805.94        | 441.37             |
| 4                                                      | Burren Junction Residential       | 94                                                                | 0.04182000                      | 150.00      | 603,600              | 25,242.55          | 14,100.00                  | 39,342.55        | 418.54             |
| 5                                                      | Carinda Residential               | 65                                                                | 0.07615000                      | 75.00       | 98,300               | 7,485.55           | 4,875.00                   | 12,360.55        | 190.16             |
| 6                                                      | Cumborah Residential              | 56                                                                | 0.00946000                      | 75.00       | 602,100              | 5,695.87           | 4,200.00                   | 9,895.87         | 176.71             |
| 7                                                      | Rowena/Come-By-Chance Reside      | 38                                                                | 0.14285000                      | 75.00       | 25,300               | 3,614.11           | 2,850.00                   | 6,464.11         | 170.11             |
| 8                                                      | Residential - Preserved Opal Fiel | 1767                                                              | 0.08423000                      | 100.00      | 4,216,450            | 355,151.58         | 176,700.00                 | 531,851.58       | 300.99             |
| 9                                                      | Residential - Mineral Claim       |                                                                   | 0.08423000                      | 100.00      |                      |                    |                            |                  |                    |
| 10                                                     | Residential                       | 84                                                                | 0.00745000                      | 150.00      | 3,671,660            | 27,353.87          | 12,600.00                  | 39,953.87        | 475.64             |
| 11                                                     | Walgett Business                  | 125                                                               | 0.02775000                      | 300.00      | 3,002,390            | 83,316.32          | 37,500.00                  | 120,816.32       | 966.53             |
| 12                                                     | Lightning Ridge Business          | 112                                                               | 0.01175000                      | 300.00      | 6,523,700            | 76,653.48          | 33,600.00                  | 110,253.48       | 984.41             |
| 13                                                     | Collarenebri Business             | 31                                                                | 0.12329000                      | 300.00      | 112,450              | 13,863.96          | 9,300.00                   | 23,163.96        | 747.22             |
| 14                                                     | Burren Junction Business          | 20                                                                | 0.03528000                      | 250.00      | 250,150              | 8,825.29           | 5,000.00                   | 13,825.29        | 691.26             |
| 15                                                     | Carinda Business                  | 16                                                                | 0.01704000                      | 120.00      | 140,500              | 2,394.12           | 1,920.00                   | 4,314.12         | 269.63             |
| 16                                                     | Rowena/Come-By-Chance Busine      | 7                                                                 | 0.09962000                      | 120.00      | 13,200               | 1,314.98           | 840.00                     | 2,154.98         | 307.85             |
| 17                                                     | Business - Preserved Opal Fields  | 49                                                                | 0.05390000                      | 250.00      | 272,150              | 14,668.89          | 12,250.00                  | 26,918.89        | 549.37             |
| 18                                                     | Business - Mineral Claim          |                                                                   | 0.05390000                      | 250.00      |                      |                    |                            |                  |                    |
| 19                                                     | Business                          | 105                                                               | 0.00978000                      | 150.00      | 2,667,060            | 26,083.85          | 15,750.00                  | 41,833.85        | 398.42             |
| 20                                                     | Rural (Farmland)                  | 746                                                               | 0.00301530                      | 100.00      | 948,813,663          | 2,860,957.84       | 74,600.00                  | 2,935,557.84     | 3,935.06           |
| 21                                                     | Rural Irrigable (Farmland)        | 83                                                                | 0.00301530                      | 100.00      | 237,514,760          | 716,178.26         | 8,300.00                   | 724,478.26       | 8,728.65           |
| <b>Totals</b>                                          |                                   | <b>4899</b>                                                       |                                 |             | <b>1,239,734,763</b> | <b>4,670,396</b>   | <b>714,585</b>             | <b>5,384,981</b> |                    |
|                                                        |                                   |                                                                   |                                 |             |                      |                    | Notional Yield             | 5,309,896        |                    |
|                                                        |                                   |                                                                   |                                 |             |                      |                    | Increase 1.5%              | 79,648           |                    |
|                                                        |                                   |                                                                   |                                 |             |                      |                    |                            | 5,389,544        |                    |
|                                                        |                                   |                                                                   |                                 |             |                      |                    | Less Excess from 16/17Year | (4,478)          |                    |
|                                                        |                                   |                                                                   |                                 |             |                      |                    | <b>Allowable Yield</b>     | <b>5,385,066</b> |                    |

**1. Walgett Residential Rate**

A Walgett Residential Ordinary Ad Valorem Amount of 0.01848 cents in the dollar levied on the land value of all rateable land sub-categorised as Walgett Residential within Walgett Shire in accordance with section 529(2) (b) of the *Local Government Act 1993 NSW* and having a Base Amount per assessment of \$200.00 representing 39% of the total yield in accordance with section 500 of the *Local Government Act 1993 NSW*.

**2. Lightning Ridge Residential Rate**

A Lightning Ridge Residential Ordinary Ad Valorem Amount of 0.00965 cents in the dollar levied on the land value of all rateable land sub-categorised as Lightning Ridge Residential within Walgett Shire in accordance with section 529(2) (b) of the *Local Government Act 1993 NSW* and having a Base Amount per assessment of \$200.00 representing 40% of the total yield in accordance with section 500 of the *Local Government Act 1993 NSW*.

**3. Collarenebri Residential Rate**

A Collarenebri Residential Ordinary Ad Valorem Amount of 0.11176 cents in the dollar levied on the land value of all rateable land sub-categorised as Collarenebri Residential within Walgett Shire in accordance with section 529(2) (b) of the *Local Government Act 1993 NSW* and having

a Base Amount per assessment of \$200.00 representing 45% of the total yield in accordance with section 500 of the *Local Government Act 1993 NSW*.

**4. Burren Junction Residential Rate**

A Burren Junction Residential Ordinary Ad Valorem Amount of 0.04182 cents in the dollar levied on the land value of all rateable land sub-categorised as Burren Junction Residential within Walgett Shire in accordance with section 529(2) (b) of the *Local Government Act 1993 NSW* and having a Base Amount per assessment of \$150.00 representing 36% of the total yield in accordance with section 500 of the *Local Government Act 1993 NSW*.

**5. Carinda Residential Rate**

A Carinda Residential Ordinary Ad Valorem Amount of 0.07615 cents in the dollar levied on the land value of all rateable land sub-categorised as Carinda Residential within Walgett Shire in accordance with section 529(2) (b) of the *Local Government Act 1993 NSW* and having a Base Amount per assessment of \$75.00 representing 39% of the total yield in accordance with section 500 of the *Local Government Act 1993 NSW*.

**6. Cumborah Residential Rate**

A Cumborah Residential Ordinary Ad Valorem Amount of 0.00946 cents in the dollar levied on the land value of all rateable land sub-categorised as Cumborah Residential within Walgett Shire in accordance with section 529(2) (b) of the *Local Government Act 1993 NSW* and having a Base Amount per assessment of \$75.00 representing 42% of the total yield in accordance with section 500 of the *Local Government Act 1993 NSW*.

**7. Rowena/Come-By-Chance Residential Rate**

A Rowena/Come-By-Chance Residential Ordinary Ad Valorem Amount of 0.14285 cents in the dollar levied on the land value of all rateable land sub-categorised as Rowena/Come-By-Chance Residential within Walgett Shire in accordance with section 529(2)(b) of the *Local Government Act 1993 NSW* and having a Base Amount per assessment of \$75.00 representing 44% of the total yield in accordance with section 500 of the *Local Government Act 1993 NSW*.

**8. Residential – Preserved Opal Fields Rate**

A Residential – Preserved Opal Fields Ordinary Ad Valorem Amount of 0.08423 cents in the dollar levied on the land value of all rateable land sub-categorised as Residential – Preserved Opal Fields within Walgett Shire in accordance with section 529(2)(b) of the *Local Government Act 1993 NSW* and having a Base Amount per assessment of \$100.00 representing 33% of the total yield in accordance with section 500 of the *Local Government Act 1993 NSW*.

**9. Residential – Mineral Claim Rate**

A Residential – Mineral Claim Ordinary Ad Valorem Amount of 0.08423 cents in the dollar levied on the land value of all rateable land sub-categorised as Residential – Mineral Claim within Walgett Shire in accordance with section 529(2)(b) of the *Local Government Act 1993 NSW* and having a Base Amount per assessment of \$100.00 representing 0% of the total yield in accordance with section 500 of the *Local Government Act 1993 NSW*.

**10. Residential Rate**

A Residential Ordinary Ad Valorem Amount of 0.00745 cents in the dollar levied on the land value of all rateable land within Walgett Shire categorised as residential in accordance with section 516 of the *Local Government Act 1993 NSW* and having a Base Amount per assessment of \$150.00 representing 32% of the total yield in accordance with section 500 of the *Local Government Act 1993 NSW*.

**11. Walgett Business Rate**

A Walgett Business Ordinary Ad Valorem Amount of 0.02775 cents in the dollar levied on the land value of all rateable land sub-categorised as Walgett Business within Walgett Shire in accordance with section 529(2)(d) of the *Local Government Act 1993 NSW* and having a Base Amount per assessment of \$300.00 representing 31% of the total yield in accordance with section 500 of the *Local Government Act 1993 NSW*.

**12. Lightning Ridge Business Rate**

A Lightning Ridge Business Ordinary Ad Valorem Amount of 0.01175 cents in the dollar levied on the land value of all rateable land sub-categorised as Lightning Ridge Business within Walgett Shire in accordance with section 529(2)(d) of the *Local Government Act 1993 NSW* and having a Base Amount per assessment of \$300.00 representing 30% of the total yield in accordance with section 500 of the *Local Government Act 1993 NSW*.

**13. Collarenebri Business Rate**

A Collarenebri Business Ordinary Ad Valorem Amount of 0.12329 cents in the dollar levied on the land value of all rateable land sub-categorised as Collarenebri Business within Walgett Shire in accordance with section 529(2)(d) of the *Local Government Act 1993 NSW* and having a Base Amount per assessment of \$300.00 representing 40% of the total yield in accordance with section 500 of the *Local Government Act 1993 NSW*.

**14. Burren Junction Business Rate**

A Burren Junction Business Ordinary Ad Valorem Amount of 0.03528 cents in the dollar levied on the land value of all rateable land sub-categorised as Burren Junction Business within Walgett Shire in accordance with section 529(2)(d) of the *Local Government Act 1993 NSW* and having a Base Amount per assessment of \$250.00 representing 36% of the total yield in accordance with section 500 of the *Local Government Act 1993 NSW*.

**15. Carinda Business Rate**

A Carinda Business Ordinary Ad Valorem Amount of 0.01704 cents in the dollar levied on the land value of all rateable land sub-categorised as Carinda Business within Walgett Shire in accordance with section 529(2)(d) of the *Local Government Act 1993 NSW* and having a Base Amount per assessment of \$120.00 representing 45% of the total yield in accordance with section 500 of the *Local Government Act 1993 NSW*.

**16. Rowena/Come-By-Chance Business Rate**

A Rowena/Come-By-Chance Business Ordinary Ad Valorem Amount of 0.09962 cents in the dollar levied on the land value of all rateable land sub-categorised as Business within Walgett Shire in accordance with section 529(2)(d) of the *Local Government Act 1993 NSW* and having a Base Amount per assessment of \$120.00 representing 39% of the total yield in accordance with section 500 of the *Local Government Act 1993 NSW*.

**17. Business – Preserved Opal Fields Rate**

A Business – Preserved Opal Fields Ordinary Ad Valorem Amount of 0.0539 cents in the dollar levied on the land value of all rateable land sub-categorised as Business – Preserved Opal Fields within Walgett Shire in accordance with section 529(2)(d) of the *Local Government Act 1993 NSW* and having a Base Amount per assessment of \$250.00 representing 46% of the total yield in accordance with section 500 of the *Local Government Act 1993 NSW*.

**18. Business – Mineral Claim Rate**

A Business – Mineral Claim Ordinary Ad Valorem Amount of 0.0539 cents in the dollar levied on the land value of all rateable land sub-categorised as Business – Mineral Claim within Walgett Shire in accordance with section 529(2)(d) of the *Local Government Act 1993 NSW* and having a Base Amount per assessment of \$250.00 representing 0% of the total yield in accordance with section 500 of the *Local Government Act 1993 NSW*.

**19. Business Rate**

A Business Ordinary Ad Valorem Amount of 0.00978 cents in the dollar levied on the land value of all rateable land within Walgett Shire categorised as Business in accordance with section 518 of the *Local Government Act 1993 NSW* and having a Base Amount per assessment of \$150.00 representing 38% of the total yield in accordance with section 500 of the *Local Government Act 1993 NSW*.

**20. Rural (Farmland)**

A Rural (Farmland) Ordinary Ad Valorem Amount of 0.0030153 cents in the dollar levied on the land value of all rateable land within Walgett Shire categorised as Rural (Farmland) in accordance with section 515 of the *Local Government Act 1993 NSW*, and having a Base Amount per assessment of \$100.00 representing 3% of the total yield in accordance with section 500 of the *Local Government Act 1993 NSW*.

**21. Rural Irrigable (Farmland)**

A Rural Irrigable Ordinary Ad Valorem Amount of 0.0030153 cents in the dollar levied on the land value of all rateable land sub-categorised as Rural Irrigable (Farmland) within Walgett Shire in accordance with section 529(2)(a) of the *Local Government Act 1993 NSW*, and having a Base Amount per assessment of \$100.00 representing 1% of the total yield in accordance with section 500 of the *Local Government Act 1993 NSW*.

22. Resolves in accordance with section 496 (1) of the *Local Government Act 1993 NSW*, Council make an annual charge of \$473.00 per service for the provision of domestic waste management services for each parcel of rateable land for which the service is available for the 2017/2018 rating year commencing on 1st July 2017.
23. Resolves in accordance with section 496 (2) of the *Local Government Act 1993 NSW*, Council make an annual charge of \$473.00 per service requested to non-rateable residential properties for the 2017/2018 rating year commencing on 1st July 2017.
24. Resolves in accordance with section 501 of the *Local Government Act 1993 NSW*, Council make the annual charges for Water Supply, Sewerage Services and Waste Management Services for the 2017/2018 rating year commencing on 1st July 2017. These charges are set out in Council's *Operational Plan – Schedule of Fees and Charges 2017/2018* under the headings Waste Management, Trade Waste Management, Water and Sewerage and are included in **Table 2**.

**TABLE 2**  
Waste Management Charges

| SERVICE PROVIDED                                       |                   | DOMESTIC WASTE MANAGEMENT |            |           |
|--------------------------------------------------------|-------------------|---------------------------|------------|-----------|
|                                                        |                   |                           |            |           |
|                                                        |                   | 2017/2018                 | 2016/2017  | 2015/2016 |
| Domestic Waste Collection Charge (\$496) per occupancy | per bin per annum | \$ 473.00                 | \$ 461.00  | 450.00    |
| SERVICE PROVIDED                                       |                   | TRADE WASTE MANAGEMENT    |            |           |
|                                                        |                   |                           |            |           |
|                                                        |                   | 2017/2018                 | 2016/2017  | 2015/2016 |
| 240L MGB Collection - weekly collection                | per bin per annum | \$ 473.00                 | \$ 461.00  | 450.00    |
| 360L MGB Collection - twice weekly collection          | per bin per annum | \$1,350.00                | \$1,317.00 | 1,285.30  |
| 360L MGB weekly Service                                | per bin per annum | \$ 675.00                 | \$ 659.00  | 642.65    |
| SERVICE PROVIDED                                       |                   | WASTE MANAGEMENT          |            |           |
|                                                        |                   |                           |            |           |
|                                                        |                   | 2017/2018                 | 2016/2017  | 2015/2016 |
| Waste Management Charge (\$501)                        | per annum         | \$ 53.00                  | \$ 51.00   | 49.40     |

Water Access Charges

|                                        |                 | 2.50%     | 2.50%     | 2.50%     | 2.50%     |           |           |
|----------------------------------------|-----------------|-----------|-----------|-----------|-----------|-----------|-----------|
| River Water - Walgett and Collarenebri |                 | 2020-2021 | 2019-2020 | 2018-2019 | 2017-2018 | 2016/2017 | 2015/2016 |
| 20mm Connection                        | Residential     | 516.00    | 503.00    | 491.00    | 479.00    | 467.00    | 455.49    |
| 20mm Connection                        | Non Residential | 516.00    | 503.00    | 491.00    | 479.00    | 467.00    | 455.49    |
| 25mm Connection                        | Residential     | 516.00    | 503.00    | 491.00    | 479.00    | 467.00    | 455.49    |
| 25mm Connection                        | Non Residential | 805.00    | 785.00    | 766.00    | 747.00    | 729.00    | 711.47    |
| 32mm Connection                        | Residential     | 516.00    | 503.00    | 491.00    | 479.00    | 467.00    | 455.49    |
| 32mm Connection                        | Non Residential | 1,319.00  | 1,287.00  | 1,256.00  | 1,225.00  | 1,195.00  | 1165.84   |
| 40mm Connection                        | Residential     | 516.00    | 503.00    | 491.00    | 479.00    | 467.00    | 455.49    |
| 40mm Connection                        | Non Residential | 2,061.00  | 2,011.00  | 1,962.00  | 1,914.00  | 1,867.00  | 1821.91   |
| 50mm Connection                        | Residential     | 516.00    | 503.00    | 491.00    | 479.00    | 467.00    | 455.49    |
| 50mm Connection                        | Non Residential | 3,222.00  | 3,143.00  | 3,066.00  | 2,991.00  | 2,918.00  | 2847.01   |
| 75mm Connection                        | Residential     | 516.00    | 503.00    | 491.00    | 479.00    | 467.00    | 455.49    |
| 75mm Connection                        | Non Residential | 7,070.00  | 6,898.00  | 6,730.00  | 6,566.00  | 6,406.00  | 6405.49   |
| 100mm Connection                       | Residential     | 516.00    | 503.00    | 491.00    | 479.00    | 467.00    | 455.49    |
| 100mm Connection                       | Non Residential | 12,570.00 | 12,263.00 | 11,964.00 | 11,672.00 | 11,387.00 | 11386.92  |
| Unmetered                              | Residential     |           |           |           | N/A       | 467.00    | 455.49    |
| Unmetered                              | Non Residential |           |           |           | N/A       | 467.00    | 455.49    |

|                                                  |                 | 2.50%     | 2.50%     | 2.50%     | 2.50%     |           |           |
|--------------------------------------------------|-----------------|-----------|-----------|-----------|-----------|-----------|-----------|
| Bore Water - Lightning Ridge, Carinda and Rowena |                 | 2020-2021 | 2019-2020 | 2018-2019 | 2017-2018 | 2016/2017 | 2015/2016 |
| 20mm Connection                                  | Residential     | 340.00    | 332.00    | 324.00    | 316.00    | 308.00    | 300.35    |
| 20mm Connection                                  | Non Residential | 340.00    | 332.00    | 324.00    | 316.00    | 308.00    | 300.35    |
| 25mm Connection                                  | Residential     | 340.00    | 332.00    | 324.00    | 316.00    | 308.00    | 300.35    |
| 25mm Connection                                  | Non Residential | 530.00    | 517.00    | 504.00    | 492.00    | 480.00    | 468.78    |
| 32mm Connection                                  | Residential     | 340.00    | 332.00    | 324.00    | 316.00    | 308.00    | 300.35    |
| 32mm Connection                                  | Non Residential | 870.00    | 849.00    | 828.00    | 808.00    | 788.00    | 769.1     |
| 40mm Connection                                  | Residential     | 340.00    | 332.00    | 324.00    | 316.00    | 308.00    | 300.35    |
| 40mm Connection                                  | Non Residential | 1,359.00  | 1,326.00  | 1,294.00  | 1,262.00  | 1,231.00  | 1201.31   |
| 50mm Connection                                  | Residential     | 340.00    | 332.00    | 324.00    | 316.00    | 308.00    | 300.35    |
| 50mm Connection                                  | Non Residential | 2,124.00  | 2,072.00  | 2,021.00  | 1,972.00  | 1,924.00  | 1877.32   |
| 75mm Connection                                  | Residential     | 340.00    | 332.00    | 324.00    | 316.00    | 308.00    | 300.35    |
| 75mm Connection                                  | Non Residential | 4,639.00  | 4,526.00  | 4,416.00  | 4,308.00  | 4,203.00  | 4202.46   |
| 100mm Connection                                 | Residential     | 340.00    | 332.00    | 324.00    | 316.00    | 308.00    | 300.35    |
| 100mm Connection                                 | Non Residential | 8,243.00  | 8,042.00  | 7,846.00  | 7,655.00  | 7,468.00  | 7467.89   |
| Unmetered                                        | Residential     |           |           |           | N/A       | 308.00    | 300.35    |
| Unmetered                                        | Non Residential |           |           |           | N/A       | 308.00    | 300.35    |

Water Consumption Charges

|                                        |                       | 5.00%     | 5.00%     | 5.00%     | 5.00%     |           |           |
|----------------------------------------|-----------------------|-----------|-----------|-----------|-----------|-----------|-----------|
| River Water - Walgett and Collarenebri |                       | 2020-2021 | 2019-2020 | 2018-2019 | 2017-2018 | 2016/2017 | 2015/2016 |
| Filtered Usage Charge                  | per kilolitre <500kl  | 0.95      | 0.90      | 0.86      | 0.82      | 0.7800    | 0.7565    |
| Filtered Usage Charge                  | per kilolitre >500kl  | 1.46      | 1.35      | 1.26      | 1.17      | 1.0900    | 1.0591    |
| Raw Usage Charge                       | per kilolitre <,500kl | 0.32      | 0.30      | 0.29      | 0.27      | 0.2600    | 0.251     |
| Raw Usage Charge                       | per kilolitre >500kl  | 0.48      | 0.45      | 0.42      | 0.39      | 0.3600    | 0.3515    |

|                                                  |                      | 5.00%     | 5.00%     | 5.00%     | 5.00%     |           |           |
|--------------------------------------------------|----------------------|-----------|-----------|-----------|-----------|-----------|-----------|
| Bore Water - Lightning Ridge, Carinda and Rowena |                      | 2020-2021 | 2019-2020 | 2018-2019 | 2017-2018 | 2016/2017 | 2015/2016 |
| Usage Charge                                     | per kilolitre <500kl | 0.32      | 0.30      | 0.29      | 0.27      | 0.2600    | 0.2222    |
| Usage Charge                                     | per kilolitre >500kl | 0.48      | 0.45      | 0.42      | 0.39      | 0.3600    | 0.3111    |

Sewer Charges

|                                                                                                                |                    | 2017/2018 | 2016/2017 | 2015/2016 |
|----------------------------------------------------------------------------------------------------------------|--------------------|-----------|-----------|-----------|
| All properties either connected to or within 75 metres of a Council sewer main and able to connect are charged |                    |           |           |           |
| Walgett                                                                                                        | <i>per annum</i>   | \$ 477.00 | \$ 465.00 | 454.11    |
| Lightning Ridge                                                                                                | <i>per annum</i>   | \$ 425.00 | \$ 415.00 | 403.24    |
| Collarenebri                                                                                                   | <i>per annum</i>   | \$ 507.00 | \$ 495.00 | 494.75    |
| <b>Additional Sewer Connections (per connection)</b>                                                           |                    |           |           |           |
| Walgett                                                                                                        | <i>per annum</i>   | \$ 477.00 | \$ 465.00 | 454.11    |
| Lightning Ridge                                                                                                | <i>per annum</i>   | \$ 425.00 | \$ 415.00 | 403.24    |
| Collarenebri                                                                                                   | <i>per annum</i>   | \$ 507.00 | \$ 495.00 | 494.75    |
| <b>Cistern charges - Applicable to Business categories (per toilet/urinal)</b>                                 |                    |           |           |           |
| Walgett                                                                                                        | <i>per cistern</i> | \$ 74.00  | \$ 72.00  | 71.16     |
| Lightning Ridge                                                                                                | <i>per cistern</i> | \$ 67.00  | \$ 65.00  | 63.28     |
| Collarenebri                                                                                                   | <i>per cistern</i> | \$ 67.00  | \$ 65.00  | 64.05     |

25. Resolves in accordance with Section 566 of the *Local Government Act 1993 NSW*, to adopt an interest rate on overdue rates and charges for the 2017/2018 rating year commencing on 1st July 2017 of 7.5%, being the maximum rate set by the Office of Local Government.

**Moved:**  
**Seconded:**

## **11.2.10 MATTERS GENERALLY FOR BRIEF MENTION OR INFORMATION FROM CHIEF FINANCIAL OFFICER**

**REPORTING SECTION:** Corporate  
**AUTHOR:** Michael Urquhart – Chief Financial Officer  
**FILE NUMBER:** 00/00/00

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### **1. Lightning Ridge Bore Baths**

The consultant has provided Council with a report on the condition of the Lightning Ridge bore bath and the amenities building which has been reported to Council. The Chief Financial Officer shall now arrange a “Request for Quotation” (RFQ) for the design of tank inside the existing tank and construction of the same.

### **2. Walgett Library Disability Access Ramp**

Construction of the disabled ramp at the Walgett library is now complete with stainless steel handrails installed. Landscaping of the area will commence in the new financial year.

### **3. Property Matters**

- Auction of the Euroka Street flats is now scheduled for Saturday 15<sup>th</sup> July 2017.
- Come-by Chance toilet facility, is to be installed in week commencing the 26<sup>th</sup> June 2017.
- The CFO and Property Officer have met with Burren Junction community members and heritage adviser Mr Ray Christenson regarding the demolition of additions to the Burren Junction hall. It is proposed the project be funded from the “Drought Communities Program”. An application is in progress and submission made when estimates of works are to hand.
- Refurbishment of the bathroom facilities at the Administration Centre has been put on hold.
- Estimates are underway for painting/refurbishment and air conditioning of the Collarenebri Town Hall. It is recommended this project be also funded from the “Drought Communities program”.
- The Property Officer, Asset/Purchasing Officer and CFO met with a representative of a solar energy company to discuss the installation of solar panels on the roof of the Administration Centre. The representative is intending to firm up a proposal for Council’s consideration. In the mean-time Council’s Asset Office is investigating tender specifications for the installation of solar infrastructure.
- Quotations are being sought for the installation of a type of “Hammerhard” unbreakable glass at Council properties in Fox Street Walgett that have been the subject of vandalism. If this is affordable there will be no need for an external protection barrier.

### **4. Aboriginal Reconciliation Plan 2007-2010 Review**

Councils Aboriginal Reconciliation Plan ARAP is being reviewed with the community consultation plan currently in progress across the Shire. To date, significant progress has been made with several media releases and community wide information sessions having been staged by Councils community development staff. Unfortunately, a number of key stakeholders have been unavailable to attend the consultation and planning sessions, which has made finalisation impossible for this financial year. Council staff will complete this review in 2017-2018.

**Matters Generally for Brief Mention or Information Only – From Chief Financial Officer**

**Recommendation:**

That the matters generally for brief mention or information only from the Chief Financial Officer be received and noted.

**Moved:**

**Seconded:**

## 11.3 DIRECTOR ENVIRONMENTAL SERVICES

### 11.3.1 2013-2017 STATE OF THE ENVIRONMENT REPORT

**REPORTING SECTION:** Environmental Services  
**AUTHOR:** Matt Clarkson – Town Planner  
**FILE NUMBER:** 09/1523

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**Summary:**

A draft Walgett Shire State of the Environment Report for 2013-2017 has been prepared. It is recommended that Walgett Shire Council endorse the report and submit it to the Division of Local Government, Department of Premier and Cabinet, as part of its annual report.

**Discussion (including issues and background):**

Currently Councils are required to prepare a State of the Environment report (SOE) in the year in which an ordinary election of councillors is to be held and make that report available to the public, as well as submitting it to the Division of Local Government, Department of Premier and Cabinet by 30 November 2017.

Section 428A of the Local Government Act 1993 provides requirements for State of the Environment Reports:

(1) The annual report of a council in the year in which an ordinary election of councillors is to be held must include a report (a state of the environment report) as to the state of the environment in the local government area in relation to such environmental issues as may be relevant to the objectives for the environment established by the community strategic plan (the environmental objectives).

(2) A state of the environment report must be prepared in accordance with the guidelines under section 406.

(3) The state of the environment report is to:

- (a) Establish relevant environmental indicators for each environmental objective, and
- (b) Report on, and update trends in, each such environmental indicator, and
- (c) Identify all major environmental impacts (being events and activities that have a major impact on environmental objectives).

A digital copy of the report (pdf file) was circulated to Councillors under separate cover. If adopted by Council, copies of the report will be made available via Council's website.

**Relevant Reference Documents:**

Local Government Act 1993.  
Local Government (General) Regulation 2005.

**Stakeholders:**

Walgett Shire Council, community, Division of Local Government – Department of Premier and Cabinet.

**Financial Implications:**

Nil

**2013-2017 State of the Environment Report**

**Recommendation:**

Note and resolve to publicly exhibit the Walgett Shire State of the Environment Report for 2013  
2017, as prepared by Council's Town Planner.

**Moved:**

**Seconded:**

## 11.3.2 MATTERS FOR BRIEF MENTION, ENVIRONMENTAL SERVICES

**REPORTING SECTION:** Environmental Services  
**AUTHOR:** Jess McDonald, Director Environmental Services  
**FILE NUMBER:** 10/434

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This report provides notes on items for brief mention, or information only, on more significant matters recently arising in the Planning & Regulatory Services Division.

**a. Annual Food Inspections**

Annual food safety inspections within the shire are almost complete with 4 Improvement Notices being issued to food shop premises and at the time of writing this report, two of those notices having been complied with.

Council has approximately 40 medium-high risk food premises within the shire to inspect annually.

**b. CCTV**

After an extended period of planning the long awaited implementation of a CCTV system that monitors Wee Waa Street and Fox Street in Walgett has been installed and is now operational.

The installation of 17 security cameras in the Walgett CBD started in early May 2017, with works completed on Wednesday 14 June 2017. This new public safety initiative will complement the mobile CCTV trailer purchased under the same grant which has been in operation in various locations around Walgett Shire recently.

**c. Come By Chance, Carinda, Collarenebri & Rowena Landfill Fencing Projects**

The fencing project for the Come By Chance, Carinda, Collarenebri & Rowena Landfills is underway with an estimated finish time of around early August 2017. The works have been carried out using monies from the Drought Relief Fund. The new fencing comprises of the appropriate security fencing and double gates however the landfills will continue to remain unmanned and open 24/7 at this stage.

**d. Lightning Ridge Main Street Beautification Project**

A meeting with Councillors and DES occurred on 14<sup>th</sup> June 2017 to discuss the existing quotes obtained for new lawns, irrigation and paving, new quotes obtained and to revise the current concept plan. Amendments to the existing concept plan were discussed including paving further up Morilla Street, planter boxes and obtaining further quotes for the lawns and irrigation. Requests for quotes have been discussed with various companies with Council still awaiting this further information. A report for action will be tabled for the July meeting.

**e. Fire safety Inspections**

ES Staff have commenced fire safety inspections around the shire, focusing first on high risk premises. Council has developed a brochure and other informative documents for building owners outlining the rules and regulations around essential services and annual fire safety statements and is currently working with a number of premises around the shire to assist them to submit their annual fire safety statement and ensure it complies. Generic letters will be sent to all building owners of retail, commercial or business nature requesting their annual fire safety statement and ES staff will work with business and premise owners to assist them to comply with the requirements.

**f. Vaccination Days – ‘Mirra’ health program funded by OLG – Responsible Pet Program**

During June ES has run a vaccination program throughout the shire which has been well utilized and received. Council has vaccinated over 100 dogs with a further 50-60 dogs anticipated on the remaining three vaccination days occurring on the 21<sup>st</sup>, 22<sup>nd</sup> and 27<sup>th</sup> June 2017. The program is free for health care card holders and \$20 for non-card holders. The program includes a Parvo Vaccination, worming treatment, vet check and microchipping if required. Council has teamed up with North West Vets to deliver the program in addition to our desexing program. The final program days are being held in Lightning Ridge and Walgett.

**g. The NSW Illegal Dumping Strategy 2017–20: Consultation draft**

The draft Illegal Dumping Strategy and the NSW Litter Prevention Strategy 2017–20 Consultation draft (draft Litter Prevention Strategy) have been released for comment until 5pm 31 July 2017.

The draft Illegal Dumping Strategy proposes a continued multi-faceted approach to the problem of illegal waste dumping.

The strategy outlines clear actions for the NSW Environment Protection Authority (EPA) and partners to reduce illegal dumping in NSW, from dumping of waste outside multi-unit dwellings to large scale illegal landfilling. The draft Illegal Dumping Strategy aims to build on the good work already completed under the NSW Illegal Dumping Strategy 2014–16.

The Premier has committed to reduce the volume of litter in NSW by 40% by 2020. The draft Litter Prevention Strategy is a first for NSW. It outlines how everyone can contribute to achieving both our litter target and a sustained change of behaviour in NSW. It will also be the framework to prioritise funding.

**Matters Generally for Brief Mention or Information only from Director of Environmental Services**

**Recommendation:**

Receive and note the report by the Director of Environmental Services on matters for brief mention, or information only.

**Moved:**

**Seconded:**

## 11.4 DIRECTOR ENGINEERING/TECHNICALSERVICES

### 11.4.1 MONTHLY RMCC WORKS REPORT

**REPORTING SECTION:** Engineering / Technical Services  
**AUTHOR:** Sylvester Otumbo – Director Engineering / Technical Services  
**FILE NUMBER:** 11/211

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**Summary:**

The purpose of this report is to inform Council of progress with regards RMCC works till 31 May 2017.

**Background:**

The RMS has approved a contract of \$ 4,775,000 for 2016/2017 financial year which are made up of \$980,000 and \$3,795,000 for Routine and Ordered Works respectively. List of ordered works are given in Table 1.

**Current Position:**

Routine maintenance works is ongoing along with ordered works.

**Relevant Reference Documents/Policies:**

RMS approved budget

**Stakeholders:**

Walgett Shire  
Walgett Residents

**Financial Implications:**

As at 31 May 2017, \$2,293,851, from Ordered Works and \$709,030 for Routine Services for 2016/2017 budget has been spent.

**Alternative Solutions/Options:**

Nil

**Conclusion:**

Council will continue to monitor the work progress of RMCC to ensure the works complete within the guidelines.

| Monthly RMCC works Report from Acting Director Engineering / Technical Services – May 2017                                                               |
|----------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <p>That Council receive and note the monthly RMCC works report for May 2017.</p> <p><b>Moved:</b><br/><b>Seconded:</b></p> |

**Attachments:**

Table 1 – 2016/2017 RMCC Ordered Works

**WALGETT SHIRE COUNCIL AGENDA –29 June 2017 – ORDINARY COUNCIL MEETING**

| <b>SN</b> | <b>Description</b>                                    | <b>Physical status</b>                          |
|-----------|-------------------------------------------------------|-------------------------------------------------|
| 1         | Fox street rehabilitation works (in front of Chemist) | Completed Shire part (Waiting for Reseal works) |
| 2         | Heavy Patching                                        | Completed                                       |
| 3         | Namoi Bridge Approach Shoulder Widening               | Completed                                       |
| 4         | Walgett Town Street Shoulder Widening HW18S           | Completed                                       |
| 5         | SH12 & HW18 Intersection Shoulder Widening            | Completed                                       |
| 6         | Culverts Replacement, SH29W                           | Completed                                       |
| 7         | Culverts Replacement, SH18N and SH18S                 | Completed                                       |
| 8         | Resealing HWY'S                                       | Completed                                       |
| 9         | Lightning Ridge Rehabilitation Final Seal             | Completed                                       |
| 10        | SH12 Dundalla Widening                                | Ongoing                                         |
| 11        | BJ Railway Crossing Approach Work                     | Complete                                        |
| 12        | Culvert Replacement SH12                              | Completed                                       |
| 13        | Railway Crossing Signs                                | Ongoing                                         |
| 14        | SH18N Jim Harper Widening                             | Ongoing                                         |

## 11.4.2 MONTHLY SERVICE PROGRESS REPORT

**REPORTING SECTION:** Engineering / Technical Services  
**AUTHOR:** Sylvester Otumbo – Director Engineering / Technical Services  
**FILE NUMBER:** 11/211

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**Summary:**

The purpose of this report is to update Council with regards Engineering Services works progress up to 31 May 2017.

**Background:**

A budget of \$25.64 Million including RMCC work has been allocated to the Rural Infrastructure and Support Service for capital & maintenance works, fleet management and engineering administration for 2016/2017.

**Current Position:**

The status of work progress is as follows;

| In Progress                            | Comments  |
|----------------------------------------|-----------|
| RR426 Ridge Road                       | Completed |
| Heavy patching on SH18N                | Completed |
| Bill O’Brien Way – Heavy Patch         | Completed |
| Box Culvert Replacement SH18N          | Completed |
| Cedar Street (Kerb and Gutter)         | Ongoing   |
| L/Ridge Airport Runway Extension       | Completed |
| Collarenebri Streets - Repair          | Completed |
| Sherman’s Way                          | Completed |
| SH12 Big Warrambool Widening           | Ongoing   |
| SR16 Mercadool Rd – Gravel Resheeting  | Completed |
| RR329 Heavy Patching                   | Ongoing   |
| SR112 Brewon Rd – Gravel Resheeting    | Complete  |
| SR102 Angledool Rd – Gravel Resheeting | Ongoing   |
| RR7716 Come-By-Chance Rd               | Ongoing   |
| Cryon Road Resheeting                  | Ongoing   |

**Relevant Reference Documents/Policies:**

2016/17 Operational Plan and Budget

**Governance issues:**

Due processes are followed on a routine basis i.e. procurement and tendering.

**Environmental issues:**

Various environmental issues are assessed on a project by project basis to ensure any environmental legislation is complied with.

**Stakeholders:**

Walgett Shire  
 Walgett Shire Residents and Rate Payers

**Financial Implications:**

As at 31 May 2017, \$19,460,540 has been spent from a total amount of \$25,644,161 allocated for the 2016/2017 budget. See attached table for details.

**Alternative Solutions/Options:**

Nil

**Conclusion:**

Council will continue to monitor the work progress of all the activities to ensure the works are completed within the guidelines and project estimates.

**Monthly Progress report from Acting Director Engineering Technical Services**

**Recommendation:**

That Council receive and note the Engineering Services monthly works progress report for May 2017.

**Moved:**

**Seconded:**

**Attachment:**

2016/2017 Budget vs Expenditure spread sheet up the 31 May 2017

| Ledger Item                            | Actual, Committed and On Cost up to 31 May 2017 | Budget                 |
|----------------------------------------|-------------------------------------------------|------------------------|
| Engineering Administration             | \$354,441.00                                    | \$620,644.00           |
| Depot Operation                        | \$41,414.00                                     | \$20,575.00            |
| Emergency Services (RFS*SES)           | \$227,729.00                                    | \$305,542.00           |
| Emergency Services                     | \$3,863.00                                      | \$25,085.00            |
| Fleet Operations & Workshop            | \$2,240,116.00                                  | \$3,811,409.00         |
| Emergency Works Flood Damage           | \$397,683.00                                    | \$300,000.00           |
| Regional Road Flood Damage             | \$397,683.00                                    | \$200,000.00           |
| Urban Road Operation                   | \$228,230.00                                    | \$228,520.00           |
| Local Roads Operations                 | \$306,244.00                                    | \$785,922.00           |
| Local Roads Maintenance                | \$868,089.00                                    | \$1,516,043.00         |
| Regional Roads Operations              | \$944,631.00                                    | \$1,874,939.00         |
| Regional Roads Maintenance             | \$916,677.00                                    | \$1,338,051.00         |
| RMCC                                   | \$3,002,881.00                                  | \$2,931,172.00         |
| Private Works                          | \$221,215.00                                    | \$184,789.00           |
| Walgett Depot Renewal and Improvements | \$0.00                                          | \$0.00                 |
| Fleet Renewal and Improvements         | \$1,530,441.00                                  | \$1,886,683.00         |
| Local Roads Renewal                    | \$2,637,770.00                                  | \$8,109,206.00         |
| Regional Road Renewal                  | \$0.00                                          | \$250,471.00           |
| Regional Road Improvement              | \$5,141,433.00                                  | \$1,255,110.00         |
| <b>Total</b>                           | <b>\$19,460,540.00</b>                          | <b>\$25,644,161.00</b> |

### 11.4.3 MONTHLY MAINTENANCE GRADING REPORT

**REPORTING SECTION:** Engineering / Technical Services  
**AUTHOR:** Sylvester Otumbo –Director Engineering / Technical Services  
**FILE NUMBER:** 11/211

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**Summary:**

The purpose of this report is to update Council with regards progress on the 2016/2017 Maintenance Road Works Programme on Shire Roads for the period ending 31<sup>st</sup> May 2017.

**Background:**

Council has allocated amounts of \$962,488 and \$245,000 to maintain the unsealed Local and Regional Roads respectively to provide acceptable level of service. The Budget has been distributed to each road based on the length of road to allow maintenance grading at least once a year. Most roads get damaged after rain events several times in each year.

**Current Position:**

Council is continuing to check the moisture situation on local roads and carrying out maintenance grading works on an ongoing basis.

Details of maintenance grading locations are detailed in the attached report.

**Relevant Reference Documents/Policies:**

Council’s approved 2016/2017 Shire Roads Maintenance Grading Works schedule

**Stakeholders:**

Walgett Shire Council  
Walgett Residents  
Tourists

**Financial Implications:**

As at 31 May 2017, \$805,676.90 has been spent from a total amount of \$1,207,488 provided in the 2016/2017 budget and operational plan.

**Alternative Solutions/Options:**

Nil

**Conclusion:**

Council has established a system to monitor progress continually to keep within the approved budget.

**Monthly Maintenance Grading Report from Director Technical / Engineering Services**

**Recommendation:**

That Council receive and note the monthly maintenance grading works report for May 2017.

**Moved:**

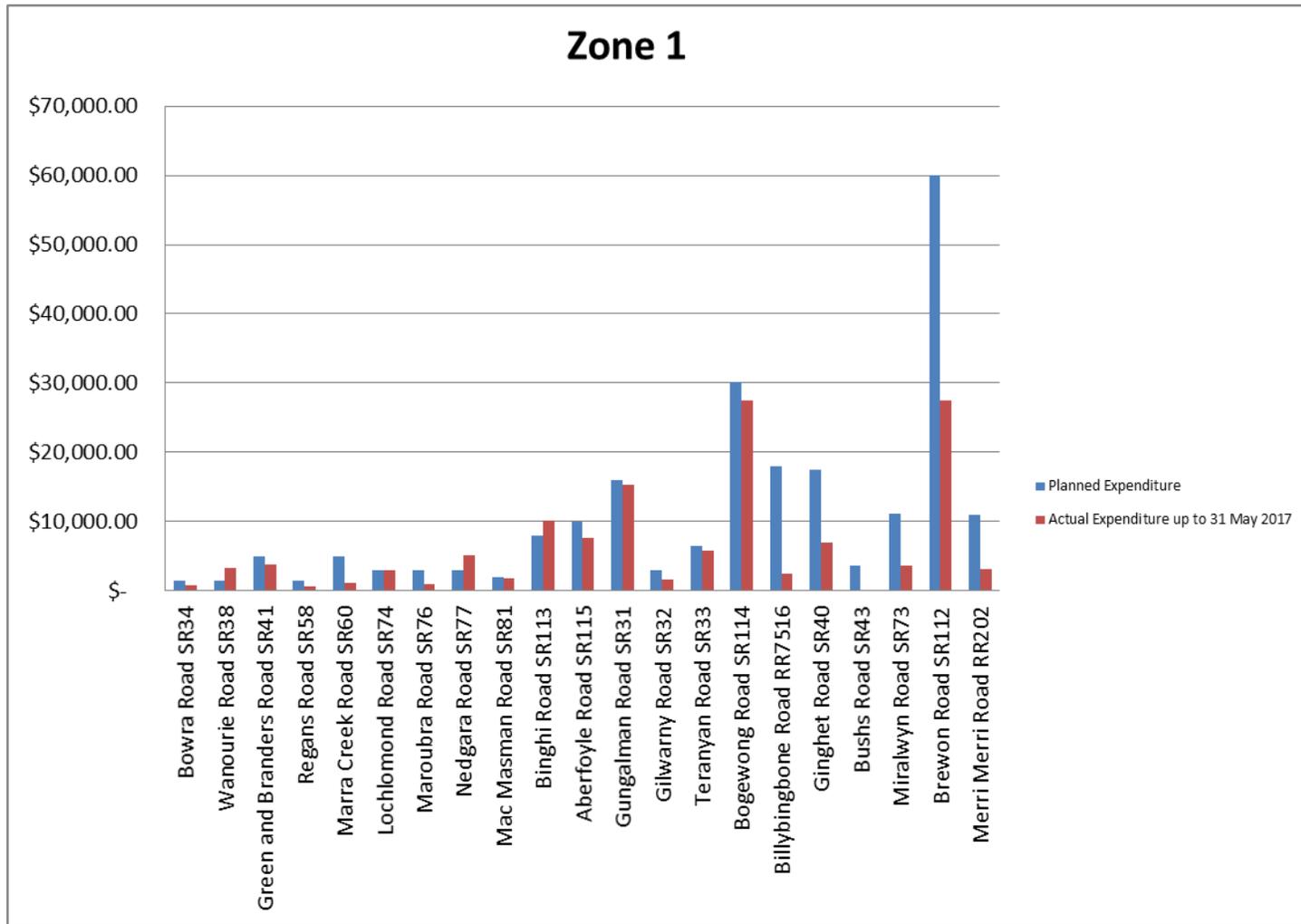
**Seconded:**

**Attachments:**

Maintenance works progress summary

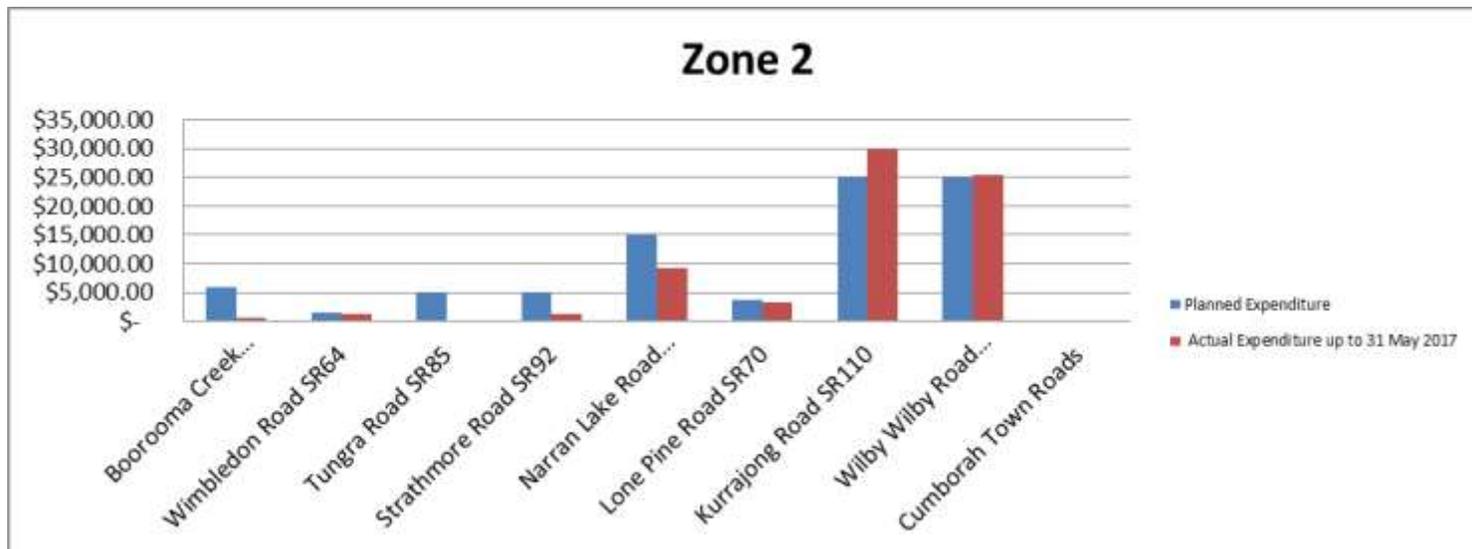
*WALGETT SHIRE COUNCIL AGENDA –29 June 2017 – ORDINARY COUNCIL MEETING*

| Road Name                    | Total Length of Road | Planned Length | Planned Expenditure  | Road Category | Actual End date | Actual Expenditure up to 31 May 2017 |
|------------------------------|----------------------|----------------|----------------------|---------------|-----------------|--------------------------------------|
| <b>Zone 1</b>                |                      |                |                      |               |                 |                                      |
| Bowra Road SR34              | 3.95                 | 3.95           | \$ 1,500.00          | F             | 17/07/16        | \$675.00                             |
| Wanourie Road SR38           | 6.5                  | 6.5            | \$ 1,500.00          | E             | 23-05-17        | \$3,307.50                           |
| Green and Branders Road SR41 | 11.3                 | 11.3           | \$ 5,000.00          | F             | 26-03-17        | \$3,780.00                           |
| Regans Road SR58             | 3.2                  | 3.2            | \$ 1,500.00          | F             | 15/07/16        | \$607.50                             |
| Marra Creek Road SR60        | 17.5                 | 17.5           | \$ 5,000.00          | E             | 12-07-16        | \$1,012.50                           |
| Lochlomond Road SR74         | 8.4                  | 8.4            | \$ 3,000.00          | E             | 11-11-16        | \$2,869.04                           |
| Maroubra Road SR76           | 8.3                  | 8.3            | \$ 3,000.00          | E             | 26/07/16        | \$877.50                             |
| Nedgara Road SR77            | 10.7                 | 10.7           | \$ 3,000.00          | F             | 16-05-17        | \$5,135.72                           |
| Mac Masman Road SR81         | 8                    | 8              | \$ 2,000.00          | E             | 18/07/16        | \$1,755.00                           |
| Binghi Road SR113            | 20.1                 | 20.1           | \$ 8,000.00          | E             | 25/02/2017      | \$10,125.00                          |
| Aberfoyle Road SR115         | 26.2                 | 26.2           | \$ 10,000.00         | D             | 18-05-17        | \$7,560.00                           |
| Gungalman Road SR31          | 43.7                 | 43.7           | \$ 16,000.00         | C             | 12-05-17        | \$15,211.57                          |
| Gilwarny Road SR32           | 7.9                  | 7.9            | \$ 3,000.00          | C             | 0/4/2017        | \$1,620.00                           |
| Teranyan Road SR33           | 13.7                 | 13.7           | \$ 6,500.00          | C             | 06-04-17        | \$5,841.57                           |
| Bogewong Road SR114          | 48.7                 | 48.7           | \$ 30,194.00         | D             | 21/02/2017      | \$27,412.50                          |
| Billybingbone Road RR7516    | 18.67                | 18.67          | \$ 18,000.00         | C             | 20/07/2016      | \$2,487.35                           |
| Ginghet Road SR40            | 47.6                 | 47.6           | \$ 17,500.00         | D             | 04-04-17        | \$6,907.50                           |
| Bushs Road SR43              | 8.7                  | 8.7            | \$ 3,600.00          | D             |                 |                                      |
| Miralwyn Road SR73           | 17.9                 | 17.9           | \$ 11,098.00         | D             | 25/11/2016      | \$3,577.50                           |
| Brewon Road SR112            | 54.7                 | 54.7           | \$ 60,000.00         | C             | 25-05-17        | \$27,459.16                          |
| Merri Merri Road RR202       | 6.57                 | 6.57           | \$ 11,000.00         | C             | 07-04-17        | \$3,119.67                           |
| <b>Sub total Zone 1</b>      | <b>392.29</b>        | <b>392.29</b>  | <b>\$ 220,392.00</b> |               |                 | <b>\$ 131,341.58</b>                 |



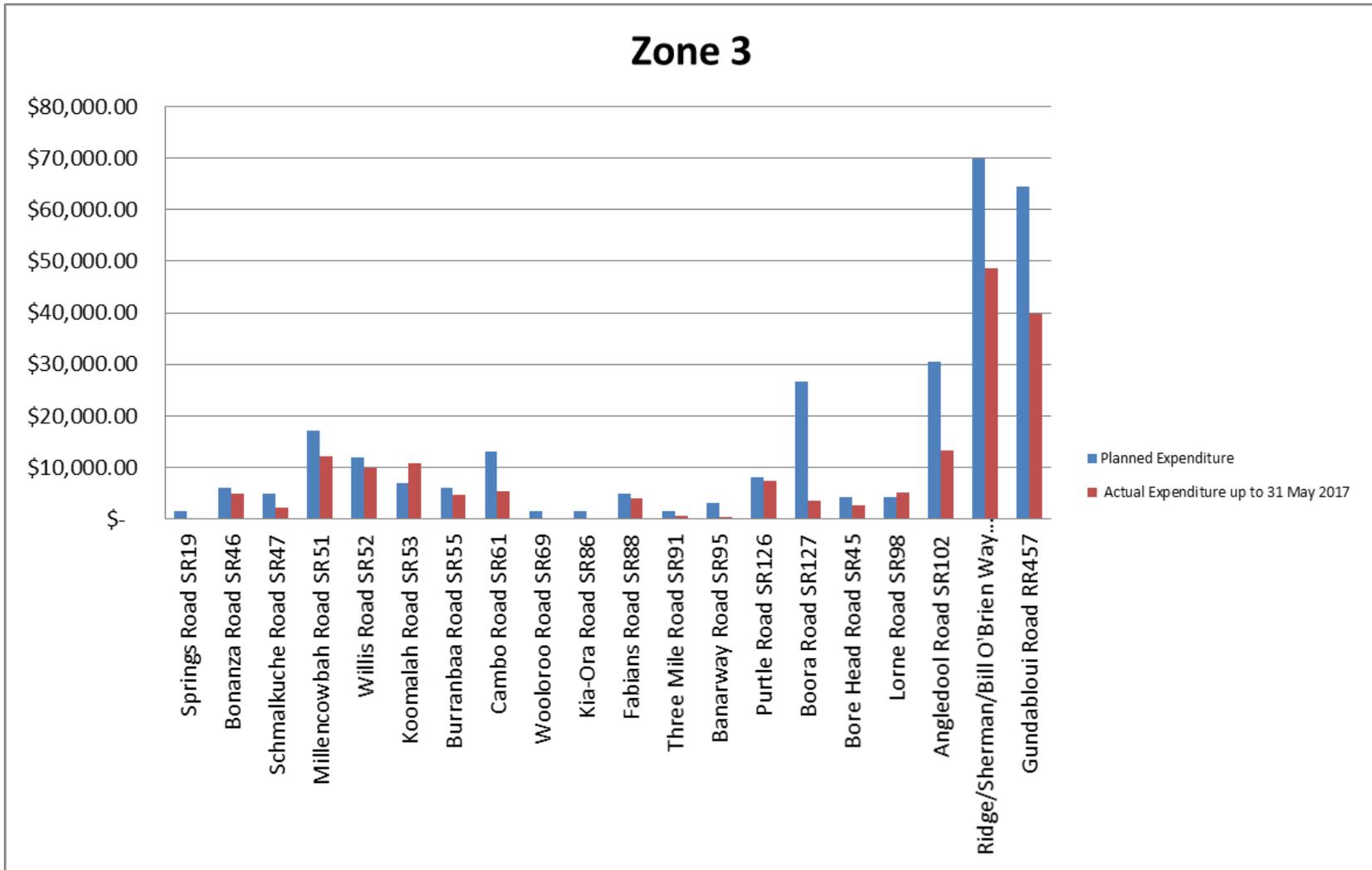
**WALGETT SHIRE COUNCIL AGENDA –29 June 2017 – ORDINARY COUNCIL MEETING**

| Road Name                | Total Length of Road | Planned Length | Planned Expenditure | Road Category | Actual End date | Actual Expenditure up to 31 May 2017 |
|--------------------------|----------------------|----------------|---------------------|---------------|-----------------|--------------------------------------|
| <b>Zone 2</b>            |                      |                |                     |               |                 |                                      |
| Boorooma Creek Road SR48 | 19.1                 | 19.1           | \$ 6,000.00         | E             | 04-05-17        | \$515.16                             |
| Wimbledon Road SR64      | 3.4                  | 3.4            | \$ 1,500.00         | E             | 10-04-17        | \$1,308.36                           |
| Tungra Road SR85         | 12.7                 | 12.7           | \$ 5,000.00         | F             |                 |                                      |
| Strathmore Road SR92     | 19.2                 | 19.2           | \$ 5,000.00         | E             | 18-05-17        | \$1,172.61                           |
| Narran Lake Road SR111   | 61                   | 61             | \$ 15,000.00        | D             | 07-04-17        | \$9,296.16                           |
| Lone Pine Road SR70      | 9.6                  | 9.6            | \$ 3,600.00         | D             | 08-12-16        | \$3,330.00                           |
| Kurrajong Road SR110     | 27.8                 | 27.8           | \$ 25,000.00        | D             | 30-03-17        | \$29,761.22                          |
| Wilby Wilby Road SR101   | 28.7                 | 28.7           | \$ 25,000.00        | D             | 25-05-17        | \$25,446.00                          |
| Cumborah Town Roads      |                      |                | \$ -                | E             |                 |                                      |
| <b>Sub total Zone 2</b>  | <b>181.5</b>         | <b>181.5</b>   | <b>\$ 86,100.00</b> |               |                 | <b>\$ 70,829.51</b>                  |



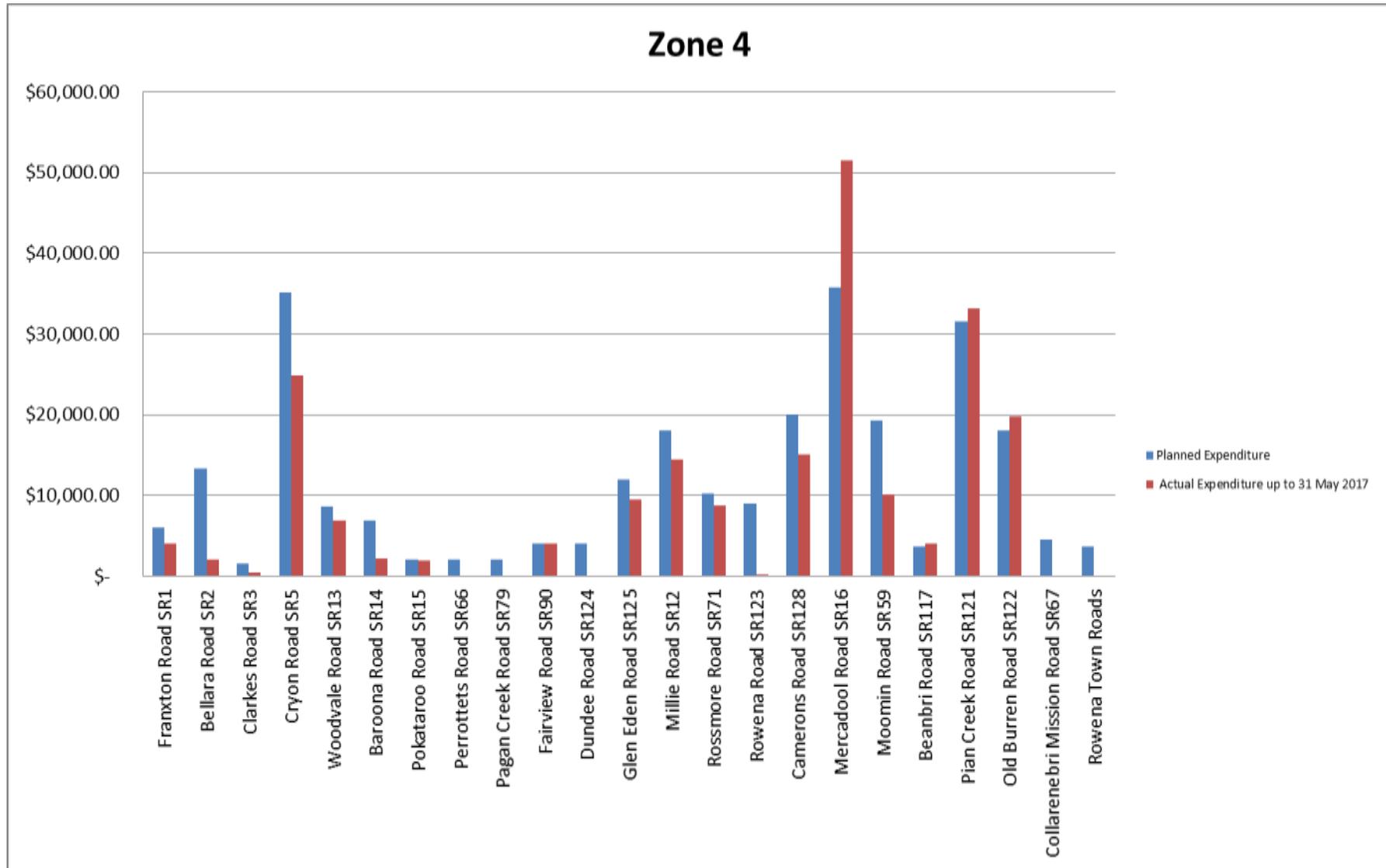
**WALGETT SHIRE COUNCIL AGENDA –29 June 2017 – ORDINARY COUNCIL MEETING**

| <b>Road Name</b>                     | <b>Total Length of Road</b> | <b>Planned Length</b> | <b>Planned Expenditure</b> | <b>Road Category</b> | <b>Actual End date</b> | <b>Actual Expenditure up to 31 May 2017</b> |
|--------------------------------------|-----------------------------|-----------------------|----------------------------|----------------------|------------------------|---------------------------------------------|
| <b>Zone 3</b>                        |                             |                       |                            |                      |                        |                                             |
| Springs Road SR19                    | 2.7                         | 2.7                   | \$ 1,500.00                | E                    |                        |                                             |
| Bonanza Road SR46                    | 16.9                        | 16.9                  | \$ 6,000.00                | E                    | 02-05-17               | \$4,830.00                                  |
| Schmalkuche Road SR47                | 14.4                        | 14.4                  | \$ 5,000.00                | E                    | 14/11/2016             | \$2,225.30                                  |
| Millencowbah Road SR51               | 27.7                        | 27.7                  | \$ 17,174.00               | E                    | 20/10/2016             | \$12,270.00                                 |
| Willis Road SR52                     | 14.5                        | 14.5                  | \$ 12,000.00               | F                    | 15/11/2016             | \$9,948.40                                  |
| Koomalah Road SR53                   | 28.4                        | 28.4                  | \$ 7,000.00                | E                    | 29-04-17               | \$10,900.00                                 |
| Burransbaa Road SR55                 | 18.1                        | 18.1                  | \$ 6,000.00                | E                    | 15/08/16               | \$4,755.72                                  |
| Cambo Road SR61                      | 21.1                        | 21.1                  | \$ 13,082.00               | E                    | 19/08/16               | \$5,393.95                                  |
| Woolaroo Road SR69                   | 1                           | 1                     | \$ 1,500.00                | E                    |                        |                                             |
| Kia-Ora Road SR86                    | 6.8                         | 6.8                   | \$ 1,500.00                | F                    |                        |                                             |
| Fabians Road SR88                    | 24.8                        | 24.8                  | \$ 5,000.00                | E                    | 26/10/2016             | \$3,990.00                                  |
| Three Mile Road SR91                 | 0.2                         | 0.2                   | \$ 1,500.00                | E                    | 26-05-17               | \$582.80                                    |
| Banarway Road SR95                   | 1.2                         | 1.2                   | \$ 3,000.00                | D                    | 03-03-17               | \$283.00                                    |
| Purtle Road SR126                    | 26.8                        | 26.8                  | \$ 8,000.00                | E                    | 24/11/2016             | \$7,461.30                                  |
| Boora Road SR127                     | 63.8                        | 63.8                  | \$ 26,566.00               | D                    | 05-05-17               | \$3,653.55                                  |
| Bore Head Road SR45                  | 5.1                         | 5.1                   | \$ 4,278.00                | D                    | 03-09-17               | \$2,710.36                                  |
| Lorne Road SR98                      | 6.9                         | 6.9                   | \$ 4,278.00                | D                    | 26-04-17               | \$5,120.00                                  |
| Angledool Road SR102                 | 49.3                        | 49.3                  | \$ 30,566.00               | C                    | 11-04-16               | \$13,210.00                                 |
| Ridge/Sherman/Bill O'Brien Way RR426 | 74.1                        | 74.1                  | \$ 70,000.00               | C                    | 31-05-17               | \$48,691.74                                 |
| Gundabloui Road RR457                | 46.9                        | 46.9                  | \$ 64,538.00               | C                    | 30-04-17               | \$39,772.26                                 |
| <b>Sub total Zone 3</b>              | <b>450.7</b>                | <b>450.7</b>          | <b>\$ 288,482.00</b>       |                      |                        | <b>\$ 175,798.38</b>                        |



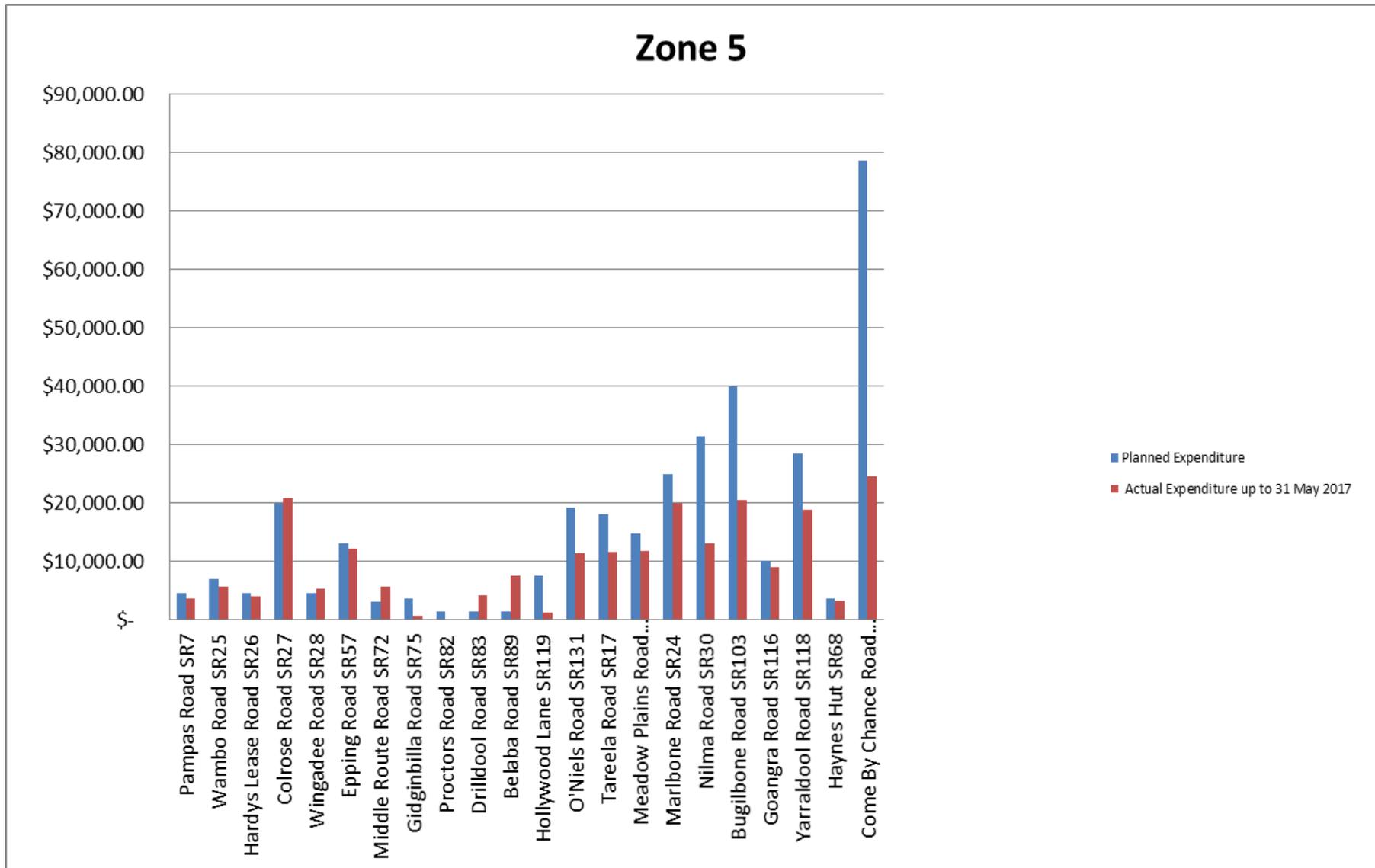
*WALGETT SHIRE COUNCIL AGENDA –29 June 2017 – ORDINARY COUNCIL MEETING*

| <b>Road Name</b>               | <b>Total Length of Road</b> | <b>Planned Length</b> | <b>Planned Expenditure</b> | <b>Road Category</b> | <b>Actual End date</b> | <b>Actual Expenditure up to 31 May 2017</b> |
|--------------------------------|-----------------------------|-----------------------|----------------------------|----------------------|------------------------|---------------------------------------------|
| <b>Zone 4</b>                  |                             |                       |                            |                      |                        |                                             |
| Franxton Road SR1              | 19                          | 19                    | \$ 6,000.00                | E                    | 13-04-17               | \$3,992.45                                  |
| Bellara Road SR2               | 21.4                        | 21.4                  | \$ 13,268.00               | D                    | 01-01-17               | \$2,094.40                                  |
| Clarkes Road SR3               | 6                           | 6                     | \$ 1,500.00                | E                    | 01-01-17               | \$392.70                                    |
| Cryon Road SR5                 | 56.75                       | 56.75                 | \$ 35,185.00               | C                    | 08-04-17               | \$24,832.15                                 |
| Woodvale Road SR13             | 8.96                        | 8.96                  | \$ 8,556.00                | E                    | 02-05-17               | \$6,893.13                                  |
| Baroona Road SR14              | 11.1                        | 11.1                  | \$ 6,882.00                | E                    | 29-05-17               | \$2,225.30                                  |
| Pokataroo Road SR15            | 8.1                         | 8.1                   | \$ 2,000.00                | E                    | 11-04-17               | \$1,963.50                                  |
| Perrottets Road SR66           | 5.9                         | 5.9                   | \$ 2,000.00                | F                    |                        |                                             |
| Pagan Creek Road SR79          | 1.3                         | 1.3                   | \$ 2,000.00                | F                    |                        |                                             |
| Fairview Road SR90             | 12.6                        | 12.6                  | \$ 4,000.00                | F                    | 0/4/2017               | \$4,060.00                                  |
| Dundee Road SR124              | 13.9                        | 13.9                  | \$ 4,000.00                | F                    |                        |                                             |
| Glen Eden Road SR125           | 24.6                        | 24.6                  | \$ 12,000.00               | E                    | 27/10/2016             | \$9,450.00                                  |
| Millie Road SR12               | 9.1                         | 9.1                   | \$ 18,000.00               | C                    | 28-04-17               | \$14,401.10                                 |
| Rossmore Road SR71             | 10.7                        | 10.7                  | \$ 10,220.00               | C                    | 18-04-17               | \$8,750.00                                  |
| Rowena Road SR123              | 34.5                        | 34.5                  | \$ 9,000.00                | E                    | 17-05-17               | \$140.00                                    |
| Camerons Road SR128            | 15.2                        | 15.2                  | \$ 20,000.00               | D                    | 16/11/2016             | \$15,120.00                                 |
| Mercadool Road SR16            | 57.7                        | 57.7                  | \$ 35,774.00               | C                    | 02-04-17               | \$51,470.89                                 |
| Moomin Road SR59               | 31                          | 31                    | \$ 19,220.00               | D                    | 05-05-17               | \$10,084.90                                 |
| Beanbri Road SR117             | 4.9                         | 4.9                   | \$ 3,600.00                | C                    | 10-04-17               | \$4,086.74                                  |
| Pian Creek Road SR121          | 41.7                        | 41.7                  | \$ 31,500.00               | C                    | 09-04-17               | \$33,107.74                                 |
| Old Burren Road SR122          | 33.9                        | 33.9                  | \$ 18,000.00               | D                    | 0/4/2017               | \$19,740.00                                 |
| Collarenebri Mission Road SR67 | 4.6                         | 4.6                   | \$ 4,500.00                | C                    |                        |                                             |
| Rowena Town Roads              |                             |                       | \$ 3,600.00                | D                    |                        |                                             |
| <b>Sub total Zone 4</b>        | <b>432.91</b>               | <b>432.91</b>         | <b>\$ 270,805.00</b>       |                      |                        | <b>\$ 212,805.00</b>                        |



*WALGETT SHIRE COUNCIL AGENDA –29 June 2017 – ORDINARY COUNCIL MEETING*

| Road Name                  | Total Length of Road | Planned Length  | Planned Expenditure    | Road Category | Actual End date | Actual Expenditure up to 31 May 2017 |
|----------------------------|----------------------|-----------------|------------------------|---------------|-----------------|--------------------------------------|
| <b>Zone 5</b>              |                      |                 |                        |               |                 |                                      |
| Pampas Road SR7            | 16.3                 | 16.3            | \$ 4,500.00            | E             | 19/10/2016      | \$3,640.00                           |
| Wombo Road SR25            | 17.7                 | 17.7            | \$ 7,000.00            | E             | 18/11/2016      | \$5,625.00                           |
| Hardys Lease Road SR26     | 16                   | 16              | \$ 4,500.00            | E             | 16/11/2016      | \$3,992.50                           |
| Colrose Road SR27          | 20.6                 | 20.6            | \$ 20,000.00           | E             | 17-04-17        | \$20,867.50                          |
| Wingadee Road SR28         | 11.8                 | 11.8            | \$ 4,500.00            | E             | 20-04-17        | \$5,292.50                           |
| Epping Road SR57           | 15.4                 | 15.4            | \$ 13,000.00           | E             | 0/6/2017        | \$12,077.50                          |
| Middle Route Road SR72     | 9.6                  | 9.6             | \$ 3,000.00            | E             | 02-02-17        | \$5,740.00                           |
| Gidginbilla Road SR75      | 7.4                  | 7.4             | \$ 3,600.00            | E             | 02-03-17        | \$761.99                             |
| Proctors Road SR82         | 4.4                  | 4.4             | \$ 1,500.00            | F             |                 |                                      |
| Drilldool Road SR83        | 5.1                  | 5.1             | \$ 1,500.00            | F             | 15/02/2017      | \$4,130.00                           |
| Belaba Road SR89           | 11.2                 | 11.2            | \$ 1,500.00            | F             | 02-10-17        | \$7,490.00                           |
| Hollywood Lane SR119       | 29.9                 | 29.9            | \$ 7,500.00            | C             | 18-05-17        | \$1,210.00                           |
| O'Niels Road SR131         | 31.1                 | 31.1            | \$ 19,282.00           | C             | 30-05-17        | \$11,350.00                          |
| Tareela Road SR17          | 19.4                 | 19.4            | \$ 18,000.00           | C             | 12-04-17        | \$11,620.00                          |
| Meadow Plains Road SR21    | 23.9                 | 23.9            | \$ 14,818.00           | D             | 11-04-16        | \$11,867.50                          |
| Marlbone Road SR24         | 28.4                 | 28.4            | \$ 25,000.00           | C             | 11-04-17        | \$19,880.00                          |
| Nilma Road SR30            | 37.8                 | 37.8            | \$ 31,500.00           | D             | 28/09/2016      | \$13,111.66                          |
| Bugilbone Road SR103       | 28.7                 | 28.7            | \$ 40,000.00           | C             | 0/3/2017        | \$20,440.00                          |
| Goangra Road SR116         | 16.4                 | 16.4            | \$ 10,168.00           | D             | 11-07-16        | \$9,062.50                           |
| Yarraldool Road SR118      | 41.3                 | 41.3            | \$ 28,440.00           | C             | 25-05-17        | \$18,818.78                          |
| Haynes Hut SR68            | 4.5                  | 4.5             | \$ 3,700.00            | E             | 31/08/16        | \$3,357.50                           |
| Come By Chance Road RR7716 | 69.7                 | 69.7            | \$ 78,701.00           | C             | 23/09/2016      | \$24,567.50                          |
| <b>Sub total Zone 5</b>    | <b>466.6</b>         | <b>466.6</b>    | <b>\$ 341,709.00</b>   |               |                 | <b>\$ 214,902.43</b>                 |
| <b>Total</b>               | <b>1,924.00</b>      | <b>1,924.00</b> | <b>\$ 1,207,488.00</b> |               |                 | <b>805,676.90</b>                    |





## **11.4.4 PROPOSAL TO DEVELOP AND IMPLEMENT RNAV PROCEDURE FOR THE PRIMARY RUNWAY AT COLLARENEBRI AERODROME**

**REPORTING SECTION:** Engineering/Technical Services  
**AUTHOR:** Sylvester Otumbo – Director Engineering/Technical Services  
**FILE NUMBER:** 11/211

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### **Summary:**

This report recommends that Council proceeds with Royal Flying Doctors Service South East (RFDS SE) section's proposal to implement RNAV procedure for Collarenebri Aerodrome.

### **Background:**

RFDS SE is implementing a Remote Airstrip Upgrade program to increase operational safety and accessibility.

The development and implementation of RNAV (GNSS) 2D Non precision instrument approach procedures are an integral part of the program and Collarenebri Aerodrome has been identified as an airstrip that would benefit from the program. It is proposed that the RNAV procedure development and implementation will be a "public" RNAV procedure. This implies that the procedure will be available to all operators, not just RFDS SE.

RFDS SE will coordinate and fund the initial development and implementation of the following:

1. Development and implementation of 2 RNAV (GNSS) procedure on the primary runway
2. Supply of an additional Illuminated Wind Indicator (IWI) at the other end of the primary runway
3. Training of two Aerodrome Safety Officers (ARO)

A CASA regulatory requirement stipulates that as part of RNAV procedural development and implementation, an agreement has to be signed between the aerodrome operator and the RNAV developer. This agreement ensures that the procedures are maintained to an acceptable standard and normally have a three year validity period after which it should be renewed.

Costs proposed to be borne by Council are as follows;

1. Supervision of installation of an additional IWI.
2. RNAV maintenance - \$15,000 p.a. after three years upon implementation
3. Aerodrome safety inspection - \$5,000 p.a. after one year upon implementation
4. Ongoing or additional training of AROs

### **Current Position:**

The airstrip is uncertified/unregistered and as part of the RNAV procedure development and implementation, it will need to be certified/registered. This will be achieved subject to required improvements to the actual airstrip.

Cost implications of the improvements shall be investigated and reported to Council.

### **Relevant Reference Documents/Policies:**

CASA Manual of Standards 139

**Governance issues:**

Council’s approval of the recommendation must be obtained before proceeding with the proposal.

**Environmental issues:**

Various environmental issues will be assessed on a case by case basis to ensure all environmental legislation is complied with.

**Stakeholders:**

Walgett Shire Council  
Royal Flying Doctors Services South East section  
Civil Aviation Safety Authority

**Financial Implications:**

RFDS SE section will meet all the initial costs associated with the proposal, while Council is proposed to meet ongoing costs as follows;

1. Cost of supervision of installation of an additional IWI
2. RNAV maintenance - \$15,000 p.a. after three years upon implementation
3. Aerodrome safety inspection - \$5,000 p.a. after one year upon implementation
4. Ongoing or additional training of AROs

Council is investigating the feasibility of charging landing fees in order to recover the costs. Dubbo Regional Council and Cobar Shire Council currently charge landing fees.

**Alternative Solutions/Options:**

Retain the aerodrome as is – without RNAV procedure.

**Conclusion:**

Council will need to apply for the Aerodrome’s certification/registration as part of the RNAV procedure development and implementation. Cost implications of this process will be investigated and reported to Council.

**Proposal to Develop and Implement RNAV Procedure for the Primary Runway at Collarenebri Aerodrome**

**Recommendation:**

1. That Council approves RFDS SE section’s proposal to develop and implement RNAV procedure for Collarenebri Aerodrome, subject to identification of costs implications of certifying/registering the Aerodrome.
2. That Council approves annual expenditure on installation of an additional IWI, RNAV maintenance (\$15,000 p.a.), safety inspection (\$5,000 p.a.) and ongoing/additional training for AROs.

**Moved:**

**Seconded:**

**Attachments:**

Letter from Local Government NSW dated 16<sup>th</sup> December 2016

Level 9, 110 Sussex Street  
Sydney NSW 2000  
GPO Box 3537  
Sydney NSW 2001

T 02 9941 8888  
F 02 9262 1817  
E enquiries@rfdsse.org.au  
> www.flyingdoctor.org.au



**Date:** 12 June 2017

**Attn:** Sylvester Otieno Walgett Shire Council (WSC)

**Ref:** Royal Flying Doctor Service South East Section (RFDS SE) proposal to develop and implement RNAV (GNSS) 2D Non Precision instrument approach procedures at Collarenebri Airstrip NSW.

Dear Sylvester

As discussed previously the RFDS SE is implementing a Remote Airstrip Upgrade program to increase operational safety and accessibility.

The development and implementation of RNAV (GNSS) 2D Non precision instrument approach procedures are an integral part of program and we have identified Collarenebri (YCBR) as an airstrip that would benefit from the implementation of RNAV procedures.

Note: ALA explanation in Aircservices En-route Supplement Australia [ERSA].

#### 1. Proposal Overview:

It is proposed that RNAV procedural development and implementation at this airstrip will be a "Public" RNAV procedure which means that the RNAV procedure will be available to all operators not just the RFDS SE. This will result in increased operational safety and ability to operate at times of reduced visibility for operators which in turn will deliver benefits to the communities associated with this location.

At this time the airstrip at Collarenebri is an uncertified/unregistered airstrip (ALA) and as part of the RNAV development and implementation the airstrip will be required to be certified/registered.

This will be achieved through the RNAV development and implementation process "Aerodrome Safety Inspection" and, subject to any required improvements to the actual airstrip, will result in the airstrip being reclassified to a certified/registered "aerodrome". (Refer 2 c) below)

An additional regulatory requirement for certified/registered aerodromes is that an "Aerodrome Reporting Officer" (ARO) is nominated for each location. It will be the responsibility of the aerodrome operator (WSC) to nominate an ARO for each location. An ARO is required to have completed an approved training course (normally 2 days) and the RFDS SE will met the costs of this training ex travel and accommodation costs (refer 2 d) below).

(ARO requirements are detailed in CASA MOS 139 Chapter 10)

The initial development and implementation of the RNAV procedures and Aerodrome Safety Inspection for YCBR will be coordinated by the RFDS SE and we will be engaging the services of Global Airspace Solutions (GAS) who will be the prime partner with the RFDS SE for this round of RNAV procedural development and implementation.

> **JOINT PATRONS:** His Excellency General The Honourable David Hurley AC DSC (Retd), Gov of NSW & Mrs Linda Hurley

Royal Flying Doctor Service of Australia (South Eastern Section)-ARN 93 (ix) 032-422



Two RNAV procedures will be developed for YCBR, based on the primary runway i.e. 1 RNAV procedure for each primary runway end.

The development of these RNAV approach procedures will also include the development and implementation of 2 RNAV (GNSS) Standard Instrument Departures (SIDs) for each aerodrome.

At this stage, prior to an Aerodrome Safety Inspection, it has been established that certain upgrades will be required at YCBR in order to meet CASA's regulatory requirements.

As part of the RNAV procedural requirements CASA require a wind direction indicator to be installed at each runway end (if runway length is greater than 1200 meters, YCBR 1220 meters), in addition to the primary wind indicator of the aerodrome (CASA MOS 139 Chapter 8.7.1.2) or that an Automatic Weather Information Station (AWIS) with automatic broadcast capability (AWIB) is installed.

Based on our previous conversations, cost implications and with your agreement we have decided to opt for a wind direction indicator at each runway end.

In discussions with CASA it has been determined that the existing main lit wind indicator can be utilised as one of the required runway end wind indicators due to its proximity to one of the primary runway ends, subject to a Flight inspection.

This will mean that an additional 4 light mains powered "Illuminated Wind Indicator (IWI) is required to be installed at the other end of the primary runway. This additional IWI will be required to be installed and wired into the existing Pilot Activated (PAL) airstrip lighting system. (Refer 2 b) below)

As we also discussed there are ongoing costs associated with established RNAV procedures.

A CASA regulatory requirement requires that as part of RNAV procedural development and implementation an agreement has to be signed between the aerodrome operator and the RNAV developer. This agreement is in place to ensure that RNAV procedures are maintained to an acceptable standard and normally have a 3 year validity period and then have to be renewed.

It is proposed that the RFDS SE will meet the cost requirements of initial development and implementation of the RNAV procedures and also meet the cost of the first three years maintenance agreement (Refer 2 a) below)

With WSC's agreement the costs associated with the ongoing maintenance of the RNAV procedures to ensure compliance with required RNAV standards and Aerodrome Inspection requirements after the initial three years would be a WSC responsibility.

Currently these costs are estimated to be in the proximity of \$10000- \$15000 per annum.

## **2. Summary and costing of RNAV Technical and Functional Requirements per Aerodrome:**

### **a) RNAV (GNSS) approach procedures**

RNAV (GNSS) approach procedures will be developed and implemented for YCBR with 2 RNAV approach procedures, one for each primary runway end. The development of the approach procedures will also include the development and implementation of Standard Instrument Departures (SIDs) for each primary runway end.



Summary of RNAV Technical and Functional Requirements per Aerodrome:

- Obstacle Limitation Surface (OLS) Survey)
- Aerodrome Safety Inspection for registration of the aerodromes
- Development of 2 x RNAV (GNSS) 2D approaches –LNAV Minima
- Development of 2 x RNAV (GNSS) Standard Instrument Departures (SIDs)
- Design and publication of 25 NM MSA and 10 NM MSA
- Design and publication of the Circling Minima
- Conduct of ground validation and quality assurance, and maintenance of the Terminal, and Instrument Flight Procedures for 3 years in accordance with CASA MOS Part 173.

Note 1: RNAV procedure development and maintenance agreement to be signed by WSC as the Aerodrome operator.

Note 2: Ongoing flight procedure revalidation every 3 years are borne by CASA not the aerodrome operator.

**Cost:**

1. RNAV (GNSS) development, implementation and first 3 years maintenance costs for the 3 aerodromes - RFDS SE cost.
2. Ongoing RNAV maintenance contact after initial 3 years (approx. \$10000-15000) – WSC cost

**b) Additional 4 light mains powered IWI:**

As identified in the proposal overview an additional runway end 4 light, mains powered, IWI is required to be installed to meet RNAV requirements.

**Cost:**

1. 4 Light, mains powered, IWI \$10670 + \$412.50 freight to YCBR (inc GST) - RFDS SE cost
2. IWI Installation - WSC cost

**c) Aerodrome Safety Inspection**

Aerodrome Safety Inspection to be carried out by a CASA Approved Person in accordance with CASA MOS 139.315 and Advisory Circular 139.09.

Note 1: Aerodrome Registration/Certification application to be made by WSC.

**Cost:**

1. Initial Aerodrome Safety Inspection cost to be met by RFDS SE, subsequent inspections and costs to be met by WSC (approx. cost \$5000 per aerodrome, annual requirement or by agreement with CASA)



**d) Aerodrome Reporting Officer**

As identified in the overview an ARO will be required to be nominated for each aerodrome. I believe that one ARO can satisfy this requirements however I suggest that 2 AROs are nominated for contingency purposes.

The RFDS SE will arrange training for the AROs. The training duration is expected to be for 2 days, location unknown at this stage but may well be carried out at YBCR as part of the initial aerodrome inspection.

**Cost:**

1. Initial training course cost, ex travel accommodation - \$2685.00 - RFDS SE cost

(Note no restriction on attendee numbers)

2. Ongoing or additional ARO training - WSC cost

In order for us to proceed with coordinating this project for Collarenebri can you please advise if the Walgett Shire Council finds this proposal acceptable and if, so does council require any formal requirements to be put in place?

Please do not hesitate to contact myself or Mark Lilley should you have any questions or require further information.

Kind Regards

David Chariton

