



# **AGENDA FOR ORDINARY COUNCIL MEETING**

**10<sup>th</sup> February, 2015**

**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 Chambers** on **10 February, 2015** commencing at 10.00am to discuss the items listed in the Agenda.

Don Ramsland  
**GENERAL MANAGER**

## WALGETT SHIRE COUNCIL AGENDA

### 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.

#### **Participation in Meetings despite Pecuniary Interest (S452 Act)**

A Councillor is not prevented from taking part in the consideration or discussion of, or from voting on, any of the matters/questions detailed in Section 452 of the Local Government Act.

**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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## AGENDA

### 1. Opening of Meeting

### 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. Apologies

### 4. Welcome to Visitors

### 5. Public Forum Presentations

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

5.1 Presentation by Mr Col Hundy

### 6. Declaration of Pecuniary/Non Pecuniary Interests

### 7. Confirmation of Minutes/Matters Arising

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### 8. Reserve Trust Management Committee Reports - Nil

### 9. Mayoral Minutes

### 10. Motions of which Notice has been given - Nil

### 11. Presentation of Petitions - Nil

### 12. Councillor's Questions from Last Meeting

### 13. Reports of Committees/Delegates

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### 14. Reports from Officers

#### 14.1 GENERAL MANAGER

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#### 14.2 DIRECTOR CORPORATE SERVICES

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### **14.4 DIRECTOR PLANNING AND REGULATORY SERVICES**

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| Review of Development Determination 2014/002.....                                            | pg 126 |
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### **14.4 DIRECTOR ENGINEERING SERVICES**

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| Monthly Rural Infrastructure Progress Report.....                                  | pg 149 |
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### **14.5 DIRECTOR URBAN INFRASTRUCTURE SERVICES**

|                                                                                                    |        |
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| Walgett Levee Grant.....                                                                           | pg 171 |
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## **15. Questions for the Next Meeting**

## **16. Confidential Reports/Closed Council Meeting**

## **17. Close of Meeting**

**3. Apologies**

**4. Welcome to Visitors**

**5. Public Forum Presentations**

5.1 Mr Col Hundy

**6. Declaration of Pecuniary/Non Pecuniary Interests**

**7. Confirmation of Minutes/Matters Arising**

**7.1 Minutes of Ordinary Council meeting held 16 December 2014**

**Minutes of Ordinary Council Meeting –16 December 2014**

**Recommendation:**

That the minutes of the Ordinary Council Meeting held 16 December 2014, having been circulated be confirmed as a true and accurate record of that meeting.

**Moved:**

**Seconded:**

**Attachment**

Minutes of Meeting held 16 December 2014



**MINUTES FOR  
ORDINARY COUNCIL MEETING**

**16<sup>th</sup> December, 2014**

**ADOPTED:**

Don Ramsland  
**GENERAL MANAGER**

## WALGETT SHIRE COUNCIL AGENDA

### MINUTES OF THE ORDINARY MEETING OF THE WALGETT SHIRE COUNCIL HELD AT THE WALGETT SHIRE COUNCIL CHAMBERS ON TUESDAY 16 DECEMBER, 2014 AT 10:06 AM

#### PRESENT

Clr D Lane (Mayor)  
Clr J Keir  
Clr G Murray  
Clr R Greenaway  
Clr D Cooper  
Clr I Woodcock  
Clr L Walford  
Don Ramsland (General Manager)  
Stephen Holland (Director Corporate Services)  
Matthew Goodwin (Director Planning & Regulatory Services)  
Raju Ranjit (Director Engineering Services)  
Prafulla KC (Acting Director Urban Infrastructure Services)  
Victoria Renshaw (Minute Secretary)  
Mr Jeff Shanks Council's Auditor

#### Apologies

#### 16/2014/1 Apologies – December 2014

##### Resolved:

1. That the apologies received from Clrs Martinez and Taylor be accepted and a leave of absence granted.

Moved: Clr Greenaway

Seconded: Clr Walford

**CARRIED**

#### Public Forum Presentations

Mr Andrew Kemeny of the Lightning Ridge Easter Festival Committee discussed the following;

- Mr Kemeny is the Coordinator of the Lightning Ridge Easter Festival.
- A video giving more information on the Festival is available on the Youtube website under "Lightning Ridge Easter Festival 2014".
- The 2015 Festival aims to get visitors to stay in the region for 3 days, instead of the usual 2 days in previous years.
- Fundraising for the event has started.
- Mr Kemeny circulated a letter to all Councillors requesting a contribution from Council of \$5,000.00. This contribution will be utilised to cover the cost of a piglet racing event and accommodation.
- The Festival Committee also request portable toilets to be made available in Morilla Street for two days.
- Mr Kemeny also circulated a letter from the Committee requesting Council's support in their request for the Sunday Markets group in Lions Park to relocate to Morilla Street so that the Parade has access to the Lions Park area.
- The General Manager will bring a report to the next Council meeting on the requests raised by Mr Kemeny.

**Ms Wendy Spencer of the Dharriwa Elders Group discussed the following;**

- Ms Spencer tabled copies of draft signage for the Walgett Walking Track Project for Councillor feedback.
- Ms Spencer thanked Council for recently grading the walking track.
- There will be 16 interpretive signs along the track.
- The signs will be much larger than the draft copies tabled, and will include high resolution, crisp images.
- Ms Spencer advised that the draft signs have been on display for two weeks for public comment. They have also been tabled at two recent meetings at the Walgett Aboriginal Medical Service.
- Ms Spencer confirmed that the signs will be erected in a way so that they cannot be damaged during a flood event.

**Presentation by Council's Auditor, Mr Jeff Shanks of Luka Group**

- Mr Shanks presented the 2013-2014 audited financial statements and audit report to Council. A copy of his address is attached to these minutes
- Following the presentation, Council made the following resolution;

**16/2014/2 2013-2014 Audited financial statements and audit report**

**Recommendation:**

1. That Council receive the Audited Financial Reports together with the Auditor's Reports for the period 1 July 2013 to 30 June 2014.

**Moved: Clr Woodcock**  
**Seconded: Clr Keir**

**CARRIED**

Mr Shanks left the meeting at 11.40am after having been thanked by the Mayor for an interesting and thorough presentation.

**Declaration of Pecuniary Interests - Nil**

**Confirmation of Minutes**

**16/2014/3 Minutes of Ordinary Council meeting –25 November 2014**

**Resolved:**

That the minutes of the Ordinary Council meeting held 25 November 2014, having been circulated be confirmed as a true and accurate record of that meeting.

**Moved: Clr Cooper**  
**Seconded: Clr Walford**

**CARRIED**

**Mayoral Minutes**

**16/2014/4 Matters Generally for Brief Mention or Information only from Mayor**

**Resolved:**

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

**Moved: Clr Lane**  
**Seconded: Clr Woodcock**

**CARRIED**

**Motions of Which Notice has been Given**

**16/2014/5 Notice of Motion – Clr Murray – NSW RFS Issues**

**Resolved:**

1. That an invitation be extended to the Minister for Emergency Services and NSW RFS Commissioner Shane Fitzsimmons to meet with Council representatives to discuss the following issues;
  - a) The issue of the use of cheaper, more effective tanker trailer units in the North West Zone rather than more expensive fire trucks.
  - b) The issue of fire protection clothing suitable for North West Zone conditions.
2. That a copy of the invitation letter is provided to Greg Sim and Kevin Humphries MP.

**Moved: Clr Murray**  
**Seconded: Clr Greenaway**

**CARRIED**

**16/2014/6 Notice of Motion – Clr Murray – Review of effectiveness of Connected Communities Concept – Walgett Community College**

**Resolved:**

1. That an invitation be extended to the NSW Minister for Education Mr Adrian Piccoli MP to review the effectiveness of the Connected Communities concept at the Walgett Community College as it does not appear to be meeting whole of community expectations.
2. That a copy of the invitation letter is provided to Kevin Humphries MP.

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

**CARRIED**

**Reports of Committees/Delegates -Nil**

**Reports from Officers**

**16/2014/7 Council's Decision Action Report – December 2014**

**Resolved:**

That the Resolution Register for December 2014 be received and noted.

**Moved: Clr Walford**

**Seconded: Clr Cooper**

**CARRIED**

**16/2014/8 Circulars Received from the Local Government NSW**

**Resolved:**

That the information contained in the weekly circulars numbers 44 – 47 from the Local Government NSW be received and noted.

**Moved: Clr Greenaway**

**Seconded: Clr Murray**

**CARRIED**

**16/2014/9 Circulars Received from the NSW Office of Local Government – December 2014**

**Resolved:**

That the information contained in the following Departmental circular 14-31 from the Local Government Division Department of Premier and Cabinet be received and noted.

**Moved: Clr Greenaway**

**Seconded: Clr Murray**

**CARRIED**

**16/2014/10 Monthly Calendar – December 2014 to February 2015**

**Resolved:**

That Council receive and note the regular monthly calendar for the period December 2014 to February 2015.

**Moved:** Clr Keir  
**Seconded:** Clr Cooper

**CARRIED**

**16/2014/11 Walgett Shire – Joint Drought Submission**

**Resolved:**

That a meeting with the Local Federal Member Mark Coulton MP be arranged as a matter of urgency to follow up Council's various Drought Submissions/initiatives.

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

**CARRIED**

**16/2014/12 Matters Generally for Brief Mention or Information Only General Manager**

**Resolved:**

1. That the matters listed for brief mention or information is received, noted and endorsed.

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

**CARRIED**

**16/2014/13 Cash on Hand and Investment Report as at 30 November 2014**

**Resolved:**

That the Cash on Hand and Investment Report as at 30 November 2014 be received.

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

**CARRIED**

**16/2014/14 Council Chambers Honour Boards**

**Resolved:**

1. That Council note the content of the report and that the list be reviewed by councillors and staff for accuracy and omissions.
2. That Councillors Keir, Greenaway and Woodcock meet with Council staff after the February 2015 meeting to review the report.

**Moved: Cllr Keir**  
**Seconded: Cllr Greenaway**

**CARRIED**

**16/2014/15 Quarterly Budget Review Statement 2013/14**

**Resolved:**

1. That Council note the attached Quarterly Budget Review Statement for September and adopt the adjustments/changes indicated within each report respectively.

**Moved: Cllr Keir**  
**Seconded: Cllr Greenaway**

**CARRIED**

**16/2014/16 Matters for Brief Mention or Information Only – Director Corporate Services**

**Resolved:**

1. That the information be noted.
  - Burren Junction Hall
  - 2013/2014 Annual Report

**Moved: Cllr Cooper**  
**Seconded: Cllr Greenaway**

**CARRIED**

**16/2014/17 Development and Complying Development Applications**

**Resolved:**

That Walgett Shire Council note the report on Development and Complying Development Certificate applications dealt with by Council staff under delegated authority for October and November 2014

**Moved: Cllr Greenaway**  
**Seconded: Cllr Walford**

**CARRIED**

**16/2014/18 Monthly Rural Infrastructure and Support Service Progress report from Director Engineering Services – 30 November 2014**

**Resolved:**

That Council receive and note the Engineering Services monthly work progress report for 30 November 2014.

**Moved:** Clr Cooper  
**Seconded:** Clr Keir

**CARRIED**

**16/2014/19 Rural fire services tanker trailer write off**

**Resolved:**

That this item is deferred until a response is received from the NSW RFS Commissioner Shane Fitzsimmons regarding the issues raised by Clr Murray in his Motion of Notice.

**Moved:** Clr Greenaway  
**Seconded:** Clr Walford

**CARRIED**

**16/2014/20 Monthly RMCC works Report from Director Engineering Services – 30 November 2014**

**Resolved:**

That Council receive and note the monthly RMCC works report for 30 November 2014.

**Moved:** Clr Cooper  
**Seconded:** Clr Murray

**CARRIED**

**16/2014/21 Walgett Water Supply: Status Report and Revised Water Restriction Levels**

**Resolved:**

1. That the Level 2 Garden Watering restriction is amended to allow watering from 7:00pm to 9:00pm only, from 16 December 2014.
2. That the Office of Water/State Water are requested to investigate illegal irrigation upstream of Walgett.
3. That Council initiate an approach for emergency bore or pumping from the Barwon River funding as a matter of urgency.

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

**CARRIED**

**16/2014/22 Matters Generally for Brief Mention or Information Only – Urban Infrastructure Services**

**Resolved:**

That the matters listed for brief mention or information is received, noted and endorsed.

**Moved:** Clr Greenaway

**Seconded:** Clr Murray

**CARRIED**

*The meeting adjourned at 12:45pm for lunch.*

*The meeting resumed at 1:31pm with all those previously present again present.*

**Questions for the Next Meeting**

**Clr Murray**

**Question 1**

Can Council investigate re-installing the Walgett Town sign on the Kamilaroi Highway once it is repaired?

**Response**

The Acting Director Urban Infrastructure Services to take appropriate action for repairs and re-installation.

**Question 2**

There is a pit near the Walgett Sewerage Treatment Plant. What is this for?

**Response**

The Acting Director Urban Infrastructure Services advised that this is a borrow pit used by the contractors working on the Walgett Levee Project.

**Question 3**

The unsealed road near the Walgett tip is untidy and there is rubbish in the area. Can this be tidied up?

**Response**

The Acting Director Urban Infrastructure Services advised that the area was cleared last week and he will investigate further and take appropriate action.

**Clr Cooper**

**Question 1**

The undercover area between the small and large swimming pools in Walgett that was previously grassed is now dirt. Can Council investigate?

**Response**

The Director Corporate Services advised that a number of options for recovering are currently being investigated and appropriate action will be taken without any further delay.

**Clr Keir**

**Question 1**

Can the Rosemary around the ANZAC Monument in Fox Street Walgett be removed?

**Response**

The General Manager advised that the RSL is planning on installing planter boxes around the Monument but that the damaged rosemary will be removed in the interim period.

**Question 2**

Brian Hannigan has written to Council regarding the misspelling of the Hardy's Lease Road. Can his letter be acknowledged and a response sent?

**Response**

The Director of Engineering Services advised that the letter has been received, will be acknowledged by letter and appropriate action initiated without delay to correct the spelling error.

**Question 3**

What is the progress of the fencing issue at the Walgett Weir?

**Response**

The General Manager advised that the laneway to the weir will be fenced shortly and arrangement for access made as necessary.

**Question 4**

Has the Walgett Masonic Hall fencing project started? A window has also recently been broken at the Hall.

**Response**

The Director Corporate Services advised that the project has started and the broken window will be repaired without delay.

**Question 5**

There is rubbish in the Montkeila Street bend area. Can this area be tidied?

**Response**

The Acting Director Urban Infrastructure Services is to take appropriate action to have the rubbish cleaned up.

**Question 6**

Can the letter received from Michael Hughes Transport be acknowledged?

**Response**

The General Manager advised that the letter received will be acknowledged and further negotiation for the sale of the land involved initiated.

**16/2014/23 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: Cllr Walford**

**Seconded: Cllr Cooper**

**CARRIED**

**16/2014/24 Mayoral Minute – General Manager’s Performance Review**

**Resolved:**

1. That the summary of the performance monitoring undertaken by LG NSW Management Solutions on behalf of Council be received and noted.

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

**CARRIED**

**16/2014/25 Review of Council’s Organisational Structure – December, 2014**

**Resolved:**

That Council endorse the proposed reorganisation of Council’s functional activities into a three divisional structure and that an appropriate consultation process be commenced early in January, 2015 with a view to a definite proposal being put before Council for consideration in February, 2015.

**Moved:** Clr Woodcock  
**Seconded:** Clr Walford

**CARRIED**

**16/2014/26 RFT14/042 Supply and Installation of Cabling for Voice and Data Networks**

**Resolved:**

That Council accept the quotation from Everingham Electrical & Data Pty Ltd in the sum of \$42,306 for the supply and installation of cabling for voice & data networks.

That an amount of \$13,000 be transferred from office furniture & equipment replacement (Budget 11.03823.3827) and \$10,000 from IT support general (Budget 11.03823.4975) to Budget 11.03823.3923 (telephone system upgrade).

**Moved:** Clr Woodcock  
**Seconded:** Clr Cooper

**CARRIED**

**16/2014/27 Return to Open Session at 2:35pm**

**Resolved:**

1. That Council return to open session.

**Moved:** Clr Woodcock  
**Seconded:** Clr Murray

**CARRIED**

**16/2014/28 Adoption of Closed Session Reports**

**Resolved:**

That Council adopt the following recommendation of the Closed Committee:

- 1) Mayoral Minute – General Manager’s Performance Review
- 2) Review of Council’s Organisational Structure
- 3) Supply and Installation of Cabling for Voice and Data Networks

**Moved: Cllr Woodcock**

**Seconded: Cllr Keir**

**CARRIED**

**Close of Meeting**

The meeting closed at 2:35pm.

To be confirmed at the meeting of Council to be held on 10 February 2015 at Walgett.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
General Manager

***MATTERS GENERALLY FOR BRIEF MENTION OR INFORMATION ONLY FROM MAYOR***

**REPORTING SECTION:** Governance

**AUTHOR:** Clr David Lane - Mayor

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To be circulated prior to the meeting.

| <b>Matters Generally for Brief Mention or Information only from Mayor</b>                                                                                                           |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <p>That the matters listed by the Mayor for brief mention or information only be received and noted.</p> <p><b>Moved:</b></p> <p><b>Seconded:</b></p> |

**10. Motions of which Notice has been given**

**11. Presentation of Petitions - Nil**

## 12. Questions from Last Meeting

### Clr Murray

#### **Question 1**

Can Council investigate re-installing the Walgett Town sign on the Kamilaroi Highway once it is repaired?

#### **Response**

The Acting Director Urban Infrastructure Services to take appropriate action for repairs and re-installation.

#### **Question 2**

There is a pit near the Walgett Sewerage Treatment Plant. What is this for?

#### **Response**

The Acting Director Urban Infrastructure Services advised that this is a borrow pit used by the contractors working on the Walgett Levee Project.

#### **Question 3**

The unsealed road near the Walgett tip is untidy and there is rubbish in the area. Can this be tidied up?

#### **Response**

The Acting Director Urban Infrastructure Services advised that the area was cleared last week and he will investigate further and take appropriate action.

### Clr Cooper

#### **Question 1**

The undercover area between the small and large swimming pools in Walgett that was previously grassed is now dirt. Can Council investigate?

#### **Response**

The Director Corporate Services advised that a number of options for recovering are currently being investigated and appropriate action will be taken without any further delay.

### Clr Keir

#### **Question 1**

Can the Rosemary around the ANZAC Monument in Fox Street Walgett be removed?

#### **Response**

The General Manager advised that the RSL is planning on installing planter boxes around the Monument but that the damaged rosemary will be removed in the interim period.

#### **Question 2**

Brian Hannigan has written to Council regarding the misspelling of the Hardy's Lease Road. Can his letter be acknowledged and a response sent?

#### **Response**

The Director of Engineering Services advised that the letter has been received, will be acknowledged by letter and appropriate action initiated without delay to correct the spelling error.

#### **Question 3**

What is the progress of the fencing issue at the Walgett Weir?

#### **Response**

The General Manager advised that the laneway to the weir will be fenced shortly and arrangement for access made as necessary.

**Question 4**

Has the Walgett Masonic Hall fencing project started? A window has also recently been broken at the Hall.

**Response**

The Director Corporate Services advised that the project has started and the broken window will be repaired without delay.

**Question 5**

There is rubbish in the Montkeila Street bend area. Can this area be tidied?

**Response**

The Acting Director Urban Infrastructure Services is to take appropriate action to have the rubbish cleaned up.

**Question 6**

Can the letter received from Michael Hughes Transport be acknowledged?

**Response**

The General Manager advised that the letter received will be acknowledged and further negotiation for the sale of the land involved initiated.

## 13. Reports of Committees/Delegates

### 13.1 Minutes of Workplace Health and Safety Committee meeting held 29 January 2015

| Minutes of Workplace Health & Safety Committee meeting – 29 January 2015                                                                                                                                                                                      |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <p>That the minutes of the Workplace Health and Safety Committee meeting held 29 January 2015, having been circulated be confirmed as a true and accurate record of that meeting.</p> <p><b>Moved:</b><br/><b>Seconded:</b></p> |

#### Attachment

Minutes of Meeting held 29 January 2015.

**MINUTES OF THE MEETING  
WALGETT SHIRE COUNCIL HEALTH & SAFETY COMMITTEE**

The following are minutes of the Walgett Shire Council Health & Safety Committee Meeting held on Thursday, 29<sup>th</sup> January 2015 in the Walgett Council Chambers, meeting room commencing at 2:20 pm.

**1. PRESENT**

|                  |                                       |
|------------------|---------------------------------------|
| Prafulla KC      | Committee Member (Chairperson)        |
| Rebecca Wilson   | Committee Member                      |
| Dallas Williams  | Committee Member (Deputy Chairperson) |
| Donald Ramsland  | Management Representative             |
| Raju Ranjit      | Management Representative             |
| Donna Rutley     | Committee Member                      |
| Michael Dowell   | Committee Member                      |
| Sylvester Otieno | Committee Member                      |
| Julie McKeown    | HR Representative                     |
| David Callander  | Secretary                             |

**2. APOLOGIES**

Michael Brayshaw      Committee Member

**3. MINUTES –**

The minutes from the meeting held on the 6<sup>th</sup> November 2014 were circulated via email and tabled for endorsement.

The minutes of the Health & Safety Committee Meeting held on 6<sup>th</sup> November 2015 were confirmed and accepted

Moved:            Rebecca  
Seconded:        Sylvester

**4. BUSINESS ARISING**

**4.1** David related to the group that a spread sheet has been developed and delivered to a number of sites throughout the shire for staff to fill in and return for collating. The forms are designed to capture all the information that is required to comply under current legislation. The information can also be used with stock takes, creating a manifest for the Fire and Rescue, re-ordering and as a means to determine appropriate size storage containers.

Action: David to continue and report back to the committee as to progress.

**4.2** KC and David travelled to the Ridge and inspected the asbestos. Removal and transfer to the Walgett Landfill site will be happening soon according to KC.

Action: KC to organise the removal of the rubbish as convenient.

**4.3** Don reported that he has had a read through the proposal but would like to have another read through prior to making a decision. David went through the proposal for the benefit of the newer members of the committee.

Action: Don to re-read the proposal and report to next meeting.

**4.4** A revised copy of the Bullying and Harassment Policy was distributed for members to read / keep. The changes required had been made and the policy is to now go to the Consultative Committee for endorsement.

Action: Julie to take the amended policy to the next Consultative Committee meeting.

**4.5** David presented to the group some information that had been researched by Greg Leersen in relation to the shire having some staff trained in the process involved in fire extinguisher re-filling/servicing. It turns out that none of the fire protection companies contacted were willing to train people outside of their own organisation as it may take business away from them. The issue was dropped. Decided to continue in current fashion for the time being.

**4.6** The e-tender project didn't eventuate although the asbestos campaign continued for the rest of the month of November. Now completed.

**4.7** The lines were painted as requested with the only issue being that as there was no white paint available at the time, the lines were painted as yellow lines. Does not matter, still does the job.

**4.8** Donna did a fantastic job recruiting two new members to the committee and as such Donna has been asked to continue her recruiting as the committee is still one member short of its allowable representation from the staff.

Action: Donna to continue to recruit. One position to be filled.

## **5. OTHER BUSINESS**

**5.1** David raised the issue of the fence around the children's play ground at Apex Pk. The issue is that the fence has to be replaced / repaired on a regular basis due to vandalism/theft. David's proposal is that the fence be removed permanently. David is to take the proposal to the Northern Inland Risk Management Group meeting in Bingara and to report back to the group.

Action: David to report to the group results of the discussion held at the NIRG Bingara meeting.

**5.2** Don requested that David look into some training for Shire staff in relation to auditing of WHS Management Systems. David reported that this is an issue that has been identified and added to the agenda of the NIRG meeting with the expected outcomes of staff from all Shires involved conducting peer audits. This means that staff from other Councils would come to Walgett to conduct partial audits of management systems. Walgett Shire staff would travel and conduct similar audits at other councils. It is a recognised means of updating and managing various systems of Council as audits are being conducted from outside the shire.

Action: David to speak at the NIRG meeting and report back to the next meeting.

**5.3** Donna asked if incident reports are being Trimmed. David replied that at present they are not being Trimmed. The Group requested that the incident reports are trimmed to allow easier access in relation to processing insurance claims.

Action: David to organise for the incident reports to be trimmed.

**5.4** Raju raised the issue of the safety of the rocks surrounding the play equipment located at Len Cram Pk in Lightning Ridge. Someone had raised this as an issue with Raju. Discussion was held and it was decided that David should inspect the rocks and report back to the committee.

Action: David to inspect rocks and report back to the committee.

**6. NEXT MEETING**

The next meeting is to be held on 26<sup>th</sup> February '15 commencing at 2pm.

**There being no further business the meeting closed at 1400hrs**

I advise that in accordance with my delegated authority, the recommendations of the Health & Safety Committee contained in this report are accepted.

Signed: Mr Don Ramsland, General Manager

DRAFT

**13.2 Minutes of Local Area Traffic Committee Meeting held 11 December 2014**

**Minutes of Local Area Traffic Committee Meeting – 11 December 2014**

**Recommendation:**

That the minutes of the Local Area Traffic Committee meeting held 11 December 2014, having been circulated be confirmed as a true and accurate record of that meeting.

**Moved:**

**Seconded:**

**Attachment**

Minutes of Meeting held 11 December 2014.

**MINUTES OF THE MEETING OF THE LOCAL AREA TRAFFIC COMMITTEE HELD AT WALGETT COUNCIL MEETING ROOM ON THURSDAY 11 DECEMBER 2014 AT 10:00 AM**

**PRESENT**

|                  |                                                               |
|------------------|---------------------------------------------------------------|
| David Vant       | (Road Safety & Traffic, Western Region, RMS NSW)              |
| Ian Woodcock     | (Local State Member's Representative)                         |
| Jane Keir        | (Walgett Shire Council Deputy-Mayor)                          |
| Snr Con. Lockett | (NSW Police)                                                  |
| Raju Ranjit      | (Director Engineering Services- Walgett Shire Council)        |
| Cassie Andrews   | (Administrative Services Co-ordinator- Walgett Shire Council) |

**1. APOLOGIES**

**Apologies –11 December 2014**

**Recommendation:**

Apologies received from the following be accepted:

Don Ramsland (General Manager Walgett Shire Council)

Manual Martinez (Walgett Shire Councillor)

**Moved:** Consensus

**Seconded:**

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

Nil

**3. CONFIRMATION OF MINUTES**

**Minutes of Local Area Traffic Committee Meeting – 9 October 2014**

**Resolved: 95**

1. That the minutes of the Local Area Traffic Committee meeting held 9 October 2014, have been circulated be confirmed as a true and accurate record of that meeting.

**Moved:** Consensus

**Second:**

WALGETT LOCAL AREA TRAFFIC COMMITTEE MINUTES

**4. BUSINESS ARISING FROM PREVIOUS MINUTES**

**4.1 School Bus Stop Sign at 8662 Millie Road (Request from Christine McDonnell)**

Matter in progress. Committee supported signs to be installed at last meeting, 9 October 2014. Proposed that cost to be covered by Walgett Shire Council. Design and cost estimate have been prepared by Walgett Shire Council and forwarded to David Vant (RMS) for his consideration.

**ACTION:**

1. David Vant (RMS) to conduct site inspection and advise his recommendation / decision on the matter.

**RECOMMENDATION:**

1. Nil, investigation in progress.

**4.2 Petition for Speed humps in Fantasia Street Lightning Ridge**

Matter in progress. Counter was installed after the last meeting, 9 October 2014. Counter to be installed for 3 months. Data to be collected and distributed to committee members at the next meeting to be held in February 2015.

**ACTION:**

1. Traffic counter to be removed in late January 2015 and data collected for analysis.
2. Data to be analysed and distributed to committee members for consideration at the February 2015 LATC meeting.
3. Committee to recommend further action as required, then forward to Council for consideration if required.

**RECOMMENDATION:**

1. Nil

WALGETT LOCAL AREA TRAFFIC COMMITTEE MINUTES

**4.3 Karl Adams (Kardell Driver Training)**

Karl Admas (Kardell Driver Training) sought support and consideration for his request to hold Heavy Vehicle Driver Training in Walgett at the June 2014 LATC meeting. The matter was discussed and looked at in detail by the LATC members and RMS representative David Vant. Investigations were conducted, and it was determined by the LATC and RMS that further planning and consultation is required to develop a suitable plan which would accommodate Heavy Vehicle Driver training in Walgett.

A Letter sent to Karl Adams 01/09/2014 advising his proposal is not suitable for the Walgett Streets in their current form.

Heavy Vehicle Driver Training route to be considered when planning future road infrastructure improvements in Walgett.

**ACTION:**

1. After completion of the Peel Street widening near Bate Street, inspection be conducted for suitability assessment.

**RECOMMENDATION:**

Nil at this stage. Matter in progress.

**4.4 Lightning Ridge Black Spot Program**

**Morilla Street Project (Part 1)** - Morilla Street Project to be finished before 31 Dec 2014.

**Opal / Pandora Street Project (Part 2)** - Design for Opal / Pandora Street Project has been submitted to LACT committee members and approved by Council. Community Consultation to be conducted in January 2015.

Email from Col Hundy circulated to the meeting members.

**ACTION:**

1. Community Consultation to be arranged in January 2015. Aim to commence works February 2015.

**RECOMMENDATION:**

Subject to advice received from community consultation (for Part 2 of Project, Opal & Pandora Street), matter to be taken to February Council meeting for consideration.

WALGETT LOCAL AREA TRAFFIC COMMITTEE MINUTES

**4.5 School Bus Route Variation Applications:**  
**R & C Cochrane – Collarenebri**  
**J Brummel – Rowena**

Action items from previous meeting minutes have been completed.  
 Letters of support sent to bus drivers.  
 No further action required.

|                |
|----------------|
| <b>ACTION:</b> |
| 1. Nil         |

|                        |
|------------------------|
| <b>RECOMMENDATION:</b> |
| 1. Nil                 |

**4.6 REQUEST FOR POST OFFICE SIGN**

Request from Walgett Post Master via Councillor Keir to have a blue information Post Office sign installed at the round-a-bout in Fox Street Walgett.  
 Request supported by committee.

|                                                                                                                           |
|---------------------------------------------------------------------------------------------------------------------------|
| <b>ACTION:</b>                                                                                                            |
| 1. Walgett Shire Council to order and arrange installation of Post Office sign at the round-a-bout in Fox Street Walgett. |
| 2. Walgett Shire Council to cover associated costs                                                                        |

|                        |
|------------------------|
| <b>RECOMMENDATION:</b> |
| Nil.                   |

**4.7 Walgett Main Street Beatification Project**

Committee suggested to include PAMP (Pedestrian Access Mobility Plan) in Council's 2015/2016 Budget and seek approval to engage a consultant to prepare PAMP.

David Vant (RMS) asked that they (RMS) be involved in the preparation of the PAMP project in conjunction with any other Main Street Beautification Project Plans to ensure effective planning and to avoid any potential issues that may arise.

|                                                                                                               |
|---------------------------------------------------------------------------------------------------------------|
| <b>ACTION:</b>                                                                                                |
| 1. Council to ensure RMS are involved in Walgett Main Street Beautification Project                           |
| 2. Raju Ranjit to explore options and associated costs of hiring a consultant to assist with PAMP preparation |
| 3. Raju to seek Council approval to engage PAMP consultant and to include in 2015/2016 Budget.                |

|                                                                                                                                             |
|---------------------------------------------------------------------------------------------------------------------------------------------|
| <b>RECOMMENDATION:</b>                                                                                                                      |
| Seek Council approval to engage consultant 2015/2016 financial year to prepare PAMP. Report to be submitted for March 2015 Council meeting. |

WALGETT LOCAL AREA TRAFFIC COMMITTEE MINUTES

**4.8 Road Trains Access to Monument / Round-a-bout in Fox Street Walgett**

Matter on going.

Investigation has been completed and determined that there is no restricted access or rescinded area applicable to Heavy Vehicles with respect to the round-a-bout in Fox Street / Access to the Monument . David Vant advised that an application to RMS is required to do so.

Clr Keir requested that this Heavy Vehicle Access issue be resolved before the 2015 ANZAC Centenary celebration in April 2015.

**ACTION:**

1. Raju Ranjit to prepare application and forward to David Vant for his consideration and comments before submitting to RMS.

**RECOMMENDATION:**

Matter ongoing. Outcome of application to be advised to council in due course.

**4.9 Cumborah Community Inc. - Request for street sign**

Matter on going.

Traffic counter has been installed. Data will be collected and reported at the April 2015 LACT meeting.

**ACTION:**

1. Data to be reported at April 2015 LACT meeting and referred to police for action if required.

**RECOMMENDATION:**

Nil.

WALGETT LOCAL AREA TRAFFIC COMMITTEE MINUTES

**5. INCOMING CORRESPONDENCE**

**5.1 Rowena Village Inn – Request for Tourist Signs (Intersection of Merrywinebone Road (RR329) and Cameron’s Lane (SR128) Rowena Lane.**

Cindy Bird from the Rowena Village Inn sent a letter to Council, (received 3 Oct 2014), requesting to have 2 x tourist information signs installed at the intersections leading into Rowena (as above).

The purpose of the signs is to inform tourists and other travellers of services available in the Rowena Village eg. meals, accommodation, drinks, public toilets and showers. A reply letter was sent to Cindy Bird advising that her request would be forwarded to the LATC meeting for consideration.

The request was discussed in detail by the committee. David Vant suggested that he provide WCS with a copy of the RTA Service Sign and Tourist Sign Policies for consideration. Stipulations are applicable on the use of these signs including standards that must be met before installation can be considered.

**ACTION:**

1. David Vant to forward copies of the RTA Service Sign and Tourist Sign Policies to Walgett Shire Council.
2. Raju to determine outcome and advise in writing to Cindy Bird.

**RECOMMENDATION:**

Nil.

WALGETT LOCAL AREA TRAFFIC COMMITTEE MINUTES

**6. GENERAL BUSINESS**

**4.6 2015 LATC Meeting Calendar**

Proposed meeting dates for 2015 were circulated and accepted by the committee. Copies of the Calendar dates were provided to all committee members.

|                |
|----------------|
| <b>ACTION:</b> |
| 1. Nil         |

|                        |
|------------------------|
| <b>RECOMMENDATION:</b> |
| 1. Nil                 |

**4.7 Signs and Parking, IGA Walgett**

Snr Con Lockett advised the committee that there are issues with the placement of parking signs at the front of IGA. He advised that the positioning of the signs requires adjustment to enable police to act accordingly and enforce rules. Question was raised regarding the entry and exit points of the IGA car park. They are currently using one entry and exit point. Need to clarify if this is acceptable or are they required to have a separate entry as part of Development Application.

Clr Keir advised that people are conducting unauthorised U-Turns at the Warrena Street and BP service station intersection. Clr Murray asked that Clr Keir request if installation of a round-a-bout at this intersection be possible to avoid unauthorised U-Turns. David Vant advised that a round-a-bout would not be suitable and there is not enough reason at this stage to require installation of a round-a-bout.

Snr Con. Lockett advised that further "no U-Turn" signs are required to enforce this. Suggestion was also made to continue the blister in Fox Street through to avoid U-Turns at the Lane way. It was noted that these points and suggestions need to be included in the Main Street Beautification Project Planning.

|                                                                                                                          |
|--------------------------------------------------------------------------------------------------------------------------|
| <b>ACTION:</b>                                                                                                           |
| 1. Raju and Snr Con. Lockett to conduct inspection at the front of IGA and IGA car park and areas of no U-turn concern.  |
| 2. Raju to instruct WSC work crew accordingly to rectify problem.                                                        |
| 3. Raju to confirm with planning department if one entry and exit point was accepted in the IGA development application. |
| 4. Outcomes to be reported at next meeting.                                                                              |

|                                                                             |
|-----------------------------------------------------------------------------|
| <b>RECOMMENDATION:</b>                                                      |
| No recommendation to Council at this stage. Further investigation required. |

WALGETT LOCAL AREA TRAFFIC COMMITTEE MINUTES

**4.8 Rough surface area 40km North of Walgett, Gwydir Highway**

Snr Con Lockett raised concern regarding a rough section of road approximately 40km north of Walgett on the Gwydir Highway towards Collarenebri near Schmarkkuche Road (SR47). He advised that people are driving on the wrong side of the road to avoid rough surface.

**ACTION:**

1. David Vant to inspect and report on at next meeting

**RECOMMENDATION:**

Nil.

**4.9 Intersection of Wee Waa & Peel Street Intersection**

Issue was reported to Council regarding the large sign at the Wee Waa and & Peel street intersection. The sign is reportedly impairing the vision of Road Train operators heading West towards Brewarrina coming from Montkeila Street.

**ACTION:**

1. David Vant to inspect and report on at next meeting

**RECOMMENDATION:**

Nil.

**7. CLOSE OF MEETING - 11:20 am**

**8. CONFIRMATION OF NEXT MEETING – Thursday 12 February 2015, 10:00am**

## 14.1 GENERAL MANAGER

### COUNCIL'S DECISION ACTION REPORT – FEBRUARY 2015

**REPORTING SECTION:** General Manager

**AUTHOR:** Don Ramsland

**FILE NUMBER:** 10/154

**Summary:**

This schedule summarises the action taken in respect of matters considered at the previous meeting of Council.

**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.

**Relevant Reference Documents/Policies:**

Resolution Register February 2015.

**Governance issues:**

Standard procedure dictates that Council resolution 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 – February 2015**

**Recommendation:**

That the Resolution Register for February 2015 be received and noted.

**Moved:**

**Seconded:**

**Attachment:**

Resolution Register- February 2015

**Resolution Actions for Ordinary Meeting 11<sup>th</sup> February 2014**

|                           |                  |                                                                                                                                                                                                                                                                                                                                                                                                             |                                    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                    |  |
|---------------------------|------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------|--|
| <p>11th February 2014</p> | <p>2/2014/4</p>  | <p>That Council considers making provision for \$41,250 in the 2014/15 budget being 50% of the total quoted funds to refurbish/upgrade of the existing male jockey's facilities and the addition of female jockey change and washrooms.</p> <p>Moved: Clr Greenaway<br/>Seconded: Clr Woodcock</p>                                                                                                          | <p>Director Corporate Services</p> | <p>11.03.14 Capital feasibility document provided to Finance Manager.<br/>15.04.14 Included in draft 14/15 budget.<br/>20.05.14 Awaiting budget determination.<br/>14.07.14 \$57,000 provision made in budget.<br/>12.08.14 Grant approved. Additional budget required at September QBRS.<br/>18.09.14 Meeting to be convened with showground users to firm up design and commence works.<br/>Meeting held 26.09.14. Awaiting plans from the Jockey Club.<br/>18.11.14 Still awaiting plans from Dick James, regular follow up taking place..<br/>01.12.14 Still awaiting plans.<br/>03.02.15 Plans received. Matching funds in December QBRS. Director Regulatory Services reviewing approval requirements.</p> | <p>Director Corporate Services</p> |  |
|                           | <p>2/2014/19</p> | <p>1.That Council endorse the proposed replacement or refurbishment the Gray Park toilet block.<br/>2.That Council consider making provision in the 2014/2015 budget of an amount of \$75,000 for the replacement or refurbishment of the existing amenities block in Gray Park<br/>3.That Council also investigate the Walgett caravan park toilets.</p> <p>Moved: Clr Lane<br/>Seconded: Clr Woodcock</p> | <p>Director Corporate Services</p> | <p>11.03.14 Capital feasibility document provided to Finance Manager. Assets Officer requested to prepare a condition assessment for Alex Trevallion Park Toilets (Walgett Caravan Park toilets).<br/>15.04.14 Included in draft 14/15 budget.<br/>20.05.14 Awaiting budget determination. Trevallion Park Toilets review not yet commenced.<br/>16.06.14 Gray Park Toilet project not included in budget. New Property Officer undertaking</p>                                                                                                                                                                                                                                                                  | <p>Director Corporate Services</p> |  |

**WALGETT SHIRE COUNCIL AGENDA**

|                    |           |                                                                                                                                                                                                                                                                                          |                             |                                                                                                                                                                                                                                                                                                                                                                                                                               |                             |  |
|--------------------|-----------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|--|
|                    |           |                                                                                                                                                                                                                                                                                          |                             | inspection and report.<br>14.07.14 Application for 50% funding submitted under the Community Building Partnerships Program.<br>12.08.14 Awaiting outcome of grant application.<br>10.10.14 No further update.<br>18.11.14 Awaiting outcome of grant application.<br>01.12.14 Advice on grant application due December.<br>03.02.15 Grant application unsuccessful. Provision made in Dec QBRS for \$75,000 including funding. |                             |  |
|                    | 2/2014/20 | That consideration for provision to be made in the 2013/2014 budget for an amount of \$20,000 to conduct an investigation and development of options for the design and upgrade of the administration building air conditioning system.<br><br>Moved: Clr Woodcock<br>Seconded: Clr Lane | Director Corporate Services | 11.03.14 Specifications being developed.<br>15.04.14 Submissions close 30.04.14.<br>20.05.14 Tenders received to be considered at June meeting.<br>16.06.14 Project working group formed to assess tenders.<br>14.07.14 Project team meeting on 15 July to review tender spec.<br>12.08.14 Tenders due 18 August.<br>10.10.14 Project under review by GM.<br>18.11.14 Project under review.<br>03.02.15 Project under review. | Director Corporate Services |  |
| 11th February 2014 | 2/2014/39 | 1. That the content of the report be noted.<br>2. That the actions of the Acting General Manager to engage Lawyer Piper Alderman under the funding agreement with Bentham IMF Ltd be endorsed.<br><br>Moved: Clr Woodcock<br>Seconded: Clr Taylor                                        | Director Corporate Services | 11.03.14 Matter ongoing.<br>15.04.14 Matter ongoing. Awaiting proof of debt from lawyers.<br>20.05.14 Proof of claim lodged with liquidators by lawyers.<br>14.07.14 Proof of claim admitted by liquidators.<br>12.08.14 Awaiting further update.<br>01.12.14 Ongoing.<br>03.02.15 Matter ongoing. Change of lawyer to Squire Patton Boggs.                                                                                   |                             |  |

**WALGETT SHIRE COUNCIL AGENDA**

**Resolution Actions for Ordinary Meeting 25<sup>th</sup> March 2014**

|                 |           |                                                                                                                                                                                                                                                                                                                                                                                        |                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                             |  |
|-----------------|-----------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|--|
| 25th March 2014 | 5/2014/35 | <p>That Council consider a provision in the Draft 2014/15 Budget of \$150,000 for a new Unified Communications telephone system and associated data infrastructure upgrade. Subject to funding it is further recommended that Council proceed to stage 2 being the preparation of tender documentation and the calling of tenders.</p> <p>Moved: Clr Lane<br/>Seconded: Clr Cooper</p> | Director Corporate Services | <p>15.04.14 Included in draft 14/15 budget.<br/>20.05.14 Awaiting budget determination.<br/>16.06.14 No funds provided in 2014/15 budget.<br/>14.07.14 Provision made in final adopted budget. Consultant finalising tender spec.<br/>12.08.14 Tender advertised.<br/>Tenders closed 09.09.14. Report to October meeting<br/>18.11.14 Project progressing on schedule.<br/>01.12.14 Project on scheduled. Cabling project to be finalised.<br/>03.02.15 Cabling project completed. Unified communications system planning well advanced prior to site installation.</p> | Director Corporate Services |  |
|-----------------|-----------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|--|

**Resolution Actions for Ordinary Meeting 29<sup>th</sup> April 2014 held 8 May 2014**

|            |           |                                                                                                                                                                                                                                                                                                               |                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                             |  |
|------------|-----------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|--|
| 8 May 2014 | 7/2014/13 | <p>That Council undertake negotiations with Transponder Technologies to develop a scope of works and quotation for the supply, installation and commissioning of a Point of Sale system at both the Harlequin St and Onyx St standpipes in Lightning Ridge.</p> <p>Moved: Clr Keir<br/>Seconded: Clr Lane</p> | Director Corporate Services | <p>20.05.14 Awaiting further information.<br/>16.06.14 Request for detailed proposal made again on 16 June.<br/>14.07.14 Detailed proposal to be provided by 16 July 2014 with report to August meeting.<br/>12.08.14 Company has had further discussions with DCS and DUS.<br/>18.09.14 Further clarification on some aspects being sought.<br/>10.10.14 Further discussions held with supplier. Pricing, modelling and further cost benefit</p> | Director Corporate Services |  |
|------------|-----------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|--|

**WALGETT SHIRE COUNCIL AGENDA**

|  |  |  |  |                                                                                                                          |  |  |
|--|--|--|--|--------------------------------------------------------------------------------------------------------------------------|--|--|
|  |  |  |  | analysis required.<br>18.11.14 No further progress.<br>01.12.14 No further progress.<br>03.02.15 Project not progressed. |  |  |
|--|--|--|--|--------------------------------------------------------------------------------------------------------------------------|--|--|

**Resolution Actions for Ordinary Meeting 27<sup>th</sup> May 2014**

|             |                 |                                                                                                                                                                                                                                                                                                                    |                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                             |  |
|-------------|-----------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|--|
| 27 May 2014 | 8/2014/10       | 1. That Council obtain detailed report on cost of running all sporting services in Walgett Shire.<br>2. That naming rights for the Lightning Ridge Pool are investigated.<br><br>Moved: Clr Lane<br>Seconded: Clr Walford                                                                                          | General Manager             | 02.06.14 Report being prepared for August 2014 meeting<br>18.09.14 Deferred to October meeting.<br>22.10.14 Deferred to November meeting.                                                                                                                                                                                                                                                                                                                                                                                    | General Manager             |  |
| 27 May 2014 | 8/2014/12       | That Council approve the disposal of identified e-waste and the Reserve e-waste be engaged to remove and dispose of the e-waste at no cost to Council<br><br>Moved: Clr Greenaway<br>Seconded: Clr Lane                                                                                                            | Director Corporate Services | 16.06.14 Project proceedings with next stage to stack and wrap on pallets.<br>14.07.14 Project progressing.<br>12.08.14 Project progressing.<br>18.09.14 Project on hold due to other priorities.<br>10.10.14 Project on hold. Interest in participating to be sought from Brewarrina and Bourke Councils.<br>18.11.14 Project yet to be progressed.<br>01.12.14 Project on hold due to other priorities.<br>03.02.15 Service provider now requires e-waste to be shipped to Sydney. Alternative options being investigated. | Director Corporate Services |  |
| 27 May 2014 | 8/2014/21       | 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.<br><br>Moved: Clr Walford<br>Seconded: Clr Taylor | General Manager             | 15.09.14 Negotiations continuing.<br>22.10.14 Awaiting draft MOU.                                                                                                                                                                                                                                                                                                                                                                                                                                                            | General Manager             |  |
| 27 May 2014 | Qs next meeting | Clr Taylor<br>Can Council investigate the possibility of implementing a user pays system at the Burren Junction Bore Baths?                                                                                                                                                                                        | General Manager             | 27.05.14 The General Manager advised that investigations will take place as part of Council's                                                                                                                                                                                                                                                                                                                                                                                                                                | General Manager             |  |

**WALGETT SHIRE COUNCIL AGENDA**

|             |                 |                                                                                                                                                                                         |                               |                                                                                                                                                                                                                                                                                          |                               |  |
|-------------|-----------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------|--|
|             |                 | Response<br>The General Manager advised that investigations will take place as part of Council's review of Shire wide services.                                                         |                               | review of Shire wide services.<br>15.09.14 Being prepared for October 2014 Meeting.<br>22.10.14 Preparation of report delayed until November meeting.                                                                                                                                    |                               |  |
| 27 May 2014 | Qs next meeting | Clr Lane<br>There are currently no precinct committees in operation in Lightning Ridge, Walgett and Grawin. Should we encourage residents to get these committees up and running again? | General Manager               | 27.05.14 General Manager to investigate. The General Manager also advised that the Collarenebri Precinct Committee is in the process of being re-established as the Town Improvement Committee.                                                                                          | General Manager               |  |
| 27 May 2014 | Qs next meeting | Clr Martinez<br>Can 3 grids north of Lightning Ridge on the O'Brien's property be addressed?                                                                                            | Director Engineering Services | Has been scheduled for inspection( 19/06/2014)<br><br>14.07.14 Received three written quotations for fencing works. As per Grid policy, \$4000 per grid can be contributed towards the removing the grid.<br>12.08.14 Discussion took place with Mr O'Brien and waiting on his response. | Director Engineering Services |  |

**Resolution Actions for Ordinary Meeting 24<sup>th</sup> June 2014**

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| 24 June 2014 | 9/2014/14 | That Walgett Shire Council resolve to:<br>1.Note the report on the activities of Walgett Shire Council's Heritage Advisor, Ray Christison, during 2013-2014.<br>2. Endorse and adopt the following documents, as prepared by Walgett Shire Council's Heritage Advisor, Ray Christison:<br>(a) Walgett Shire Local Heritage Fund Annual Report 2013-2014.<br>(b) Walgett Shire Council Heritage Strategic Plan 2014-2017.<br>3.Endorse submission of the documents to the Heritage Branch of the NSW Department of Planning & Environment.<br>4.Note that Ray Christison of High Ground Consulting has advised Walgett Shire Council that he will cease providing heritage advisory services as soon as Council can find a replacement advisor.<br>5.Write to Ray Christison and thank him for his work as Walgett Shire Council's heritage advisor from 2008 until 2014.<br>6.Seek expressions of interest for a new Heritage Advisor:<br>(a) Consistent with the document titles "How to Establish a Heritage Advisor Service", published by Heritage Branch, NSW Office of Environment & Heritage, July 2011.<br>(b) Where feasible, in consultation with the Bourke and Brewarrina Shire Councils as part of a resource sharing initiative of the Outback | Director Planning & Regulatory Services | Director Planning & Regulatory Services is currently consultation with the Bourke and Brewarrina Shire Councils as part of a resource sharing initiative of the Outback Shires Alliance.<br>Meeting held 10/9/2014 at Brewarrina to meet with Brewarrina heritage advisor and discuss resource sharing.<br>31.10.14 Council wrote to Office Environment & Heritage regarding facilitating sharing of Heritage Advisor | Director Planning & Regulatory Services |  |
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**WALGETT SHIRE COUNCIL AGENDA**

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|              |                 | Shires Alliance.<br>Moved: Clr Cooper<br>Seconded: Clr Greenaway                                                                                                                                                                                                                         |                               |                                                                                                                                                                                                                                                                                                                                                                                                                                        |                               |  |
| 24 June 2014 | Qs next meeting | What is the progress of the fencing and ramps to be installed on Gerard O'Brien's property?<br>Clr Greenaway                                                                                                                                                                             | Director Engineering Services | 24.06.14 The Director Engineering Services advised that Expressions of Interest close on Friday 4 July 2014.<br>11.09.2014 – Waiting for response.                                                                                                                                                                                                                                                                                     | Director Engineering Services |  |
| 24 June 2014 | Qs next meeting | Does Council currently have a Carpenter on staff?<br>Clr Greenaway                                                                                                                                                                                                                       | General Manager               | 24.06.14 The General Manager advised that Council do not currently have a Carpenter, however are interested in hiring one. Council's current Building Maintenance Officer does undertake small tasks in the main administration building.                                                                                                                                                                                              | General Manager               |  |
| 24 June 2014 | Qs next meeting | What is the progress of the Coonabarabran to Mungindi Road Improvement Programme?<br>Clr Greenaway                                                                                                                                                                                       | Director Engineering Services | 24.06.14 The General Manager advised that Council have undertaken a feasibility study and are now waiting for response from Kevin Humphries MP who is coordinating the programme. Director of Engineering is to contact Mr Humphries to investigate where matter is up to.<br><br>14.07.14 Discussed with Mayor of Narrabri Shire Council on 7/7/2014 regarding the project. He will contact with Kevin Humphries for further updates. | Director Engineering Services |  |
| 24 June 2014 | 9/2014/21       | 1. That the General Manager be authorised to take the necessary steps to resolve outstanding Title issues.<br>2. That Council draft a Memorandum of Understanding regarding the development and exchange of the Neilly Street Carpark.<br><br>Moved: Clr Greenaway<br>Seconded: Clr Keir | General Manager               | 15.09.14 All owners contacted and in process of arranging transfers.<br>21.10.14 Solicitors advise matter nearing resolution.                                                                                                                                                                                                                                                                                                          | General Manager               |  |

**WALGETT SHIRE COUNCIL AGENDA**

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| 24 June 2014 | 9/2014/22 | <p>1. That a detailed review of Council's staff housing stock be carried out in the 2014/15 financial year with a view to preparing not only not only a routine maintenance programme but also a capital upgrade and replacement programme as well.</p> <p>2. Further that Council reaffirm the approach of transferring the income from any property sales to a cash backed reserve to provide for future property development.</p> <p>3. Council obtain quotes for upgrade of work to the 6 Vaughn Place property and undertake work as necessary.</p> <p>Moved: Clr Woodcock<br/>Seconded: Clr Greenaway</p> | General Manager/Director Corporate Services | <p>14.07.14 Matter referred to Property Officer to obtain work schedule and cost.</p> <p>12.08.14 Awaiting report from builder.</p> <p>18.09.14 Review ongoing, tenders advertised for refurbishment of 6 Vaughn Place.</p> <p>10.10.14 Quotations being obtained.</p> <p>01.12.14 Analysis of property reports for overall works programs ongoing. Contract for 6 Vaughn Place awarded to GBC Builders.</p> | General Manager/Director Corporate Services |  |
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**Resolution Actions for Ordinary Meeting 22<sup>nd</sup> July 2014**

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| 22 July 2014 | 10/2014/16             | <p>1. That repairs to the existing lights on the western towers be undertaken at an estimated cost of \$10,000 subject to unspent funds being brought forward from the 2013/2014 Parks and Reserves Capital Maintenance Vote.</p> <p>2. That an application be submitted under the Sport and Recreation Facility Development Program for 50% funding of a total upgrade of the Spider Brown Oval lights and if successful, that matching funding be provided from Parks and Reserves Capital Maintenance Vote in the 2015 / 2016 Budget.</p> <p>Moved: Clr Walford<br/>Seconded: Clr Lane</p> | Director Corporate Services             | <p>12.08.14 LRE to undertake lightning repairs.</p> <p>18.09.14 Work completed, funding program not yet open.</p> <p>10.10.14 Application being developed. Program open and closes on 31 October 2014.</p> <p>01.12.14 Awaiting outcome of grant application.</p> <p>03.02.15 Advice received that application was unsuccessful.</p> | Director Corporate Services             |  |
| 22 July 2014 | Questions next meeting | <p>There are parts of fencing, doors and windows missing from a house on the corner of Morilla and Gem Streets which looks untidy. Can Council issue an order for the property to be tidied up?</p> <p>Response<br/>The Director Planning &amp; Regulatory Services to investigate</p> <p>Clr Lane</p>                                                                                                                                                                                                                                                                                        | Director Planning & Regulatory Services | <p>The residence is boarded up, ongoing investigation, monitoring by P&amp;R staff is occurring currently.</p> <p>8/9/2014. . Owner has advised that unsecured buildings will be made secure.</p>                                                                                                                                    | Director Planning & Regulatory Services |  |
| 22 July 2014 | Questions next meeting | <p>The change room floor at the Lightning Ridge Bore Baths becomes slippery and a user has fallen. There are also loose floor tiles and drainage issues. Can work be done to resolve these issues?</p> <p>Response<br/>The Director Corporate Services advised that the Property Officer is in the process of organising a non-slip flooring to be installed as an interim measure.</p> <p>Clr Woodcock</p>                                                                                                                                                                                   | General Manager                         | <p>12.08.14 Anti-slip coating purchased and to be applied by urban services staff.</p> <p>22.10.14 New tiles etc have been laid in men's dressing shed.</p>                                                                                                                                                                          | General Manager                         |  |

**WALGETT SHIRE COUNCIL AGENDA**

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| 22 July 2014 | Questions next meeting | <p>Does Council currently own a mobile kitchen?<br/>Response<br/>The General Manager advised that Council does own a mobile kitchen which is kept at the Depot. Some work will need to be done before it is able to be used.</p> <p>Clr Greenaway</p>                                                                                                                                                                                                                                                      | Director Corporate Services                   | <p>12.08.14 Unit to be made roadworthy in first instance.<br/>18.09.15 Report to September meeting.<br/>10.10.14 Refurbishment of unit proceeding.<br/>18.11.14 Project on track.<br/>01.12.14 Update to be provided to December meeting.</p>                                                                                        | Director Corporate Services                   |  |
| 22 July 2014 | Questions next meeting | <p>What is the progress of works to be undertaken at the Lightning Ridge IGA?<br/>Response<br/>The Director Planning &amp; Regulatory Services advised that propping has been put in place and an engineer has approved this propping. Council recently wrote to the IGA owner requesting information regarding permanent propping with no response. The Director Planning &amp; Regulatory Services will follow up response.</p> <p>Clr Cooper</p>                                                        | Director Planning & Regulatory Services       | <p>Ongoing correspondence between Council and IGA owner relating to permeant propping, currently no indication as to when design shall be completed by Engineers.</p> <p>. In e-mail dated 19-1-2015 building owner's legal representative expects work to commence late March 2015 to implement permanent remediation measures.</p> | Director Planning & Regulatory Services       |  |
| 22 July 2014 | 10/2014/24             | <p>1. That Council receive and note the report and consider the waste management facilities opening hours.<br/>2. That Council conduct a consumer survey to establish the times consumers use the facilities to see if the actual hours of operation need to be varied rather than the length of time the facilities are open.<br/>3. That Council conduct an education campaign for the users of all waste management facilities within the Shire.</p> <p>Moved: Clr Walford<br/>Seconded: Clr Cooper</p> | Acting Director Urban Infrastructure Services | <p>12.08.14 Education campaign underway, potential survey to go out with next newsletter to residents.<br/>18.11.14 Education campaign progressing re illegal dumping.<br/>03.02.15 Ongoing.</p>                                                                                                                                     | Acting Director Urban Infrastructure Services |  |

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**Resolution Actions for Ordinary Meeting 26<sup>th</sup> August 2014**

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| 26 August 2014 | 11/2014/4 | <p>That the General Manager investigate the most appropriate or opportune timing for withdrawal from the Weight of Loads Committee, and that Council advise the Weights of Loads Committee that Council will be withdrawing membership of the organisation at that time.</p> <p>Moved: Clr Lane<br/>Seconded: Clr Greenaway</p> | General Manager | 15.09.14 Constitution to be reviewed to determine process required. | General Manager |  |
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**WALGETT SHIRE COUNCIL AGENDA**

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| <p align="center">26 August<br/>2014</p> | <p align="center">11/2014/11</p> | <p>1. That Council receive and note the General Manager's Report in respect of fund balances held at 30 June 2014 this report, confirm the amount of \$4213641.52 shown as internally restricted reserves and endorse the carried forward expenditure of \$828,052.00 (General Fund), \$274,110.00 (Water Funds), \$350,000.00 (Sewerage Funds) and \$69,607 (Waste Funds).</p> <p>2. Further, that a report be prepared outlining what courses of action are available to Council to utilise Minor Fund surpluses to address Council's infrastructure backlog and improve its future sustainability.</p> <p>Moved: Clr Greenaway<br/>Seconded: Clr Lane</p>                                     | <p align="center">General Manager</p>             | <p>1. No further action required.<br/>2. Currently being investigated.</p>                                                                                                                                                                                                                                                                                                          | <p align="center">General Manager</p>             |  |
| <p align="center">26 August<br/>2014</p> | <p align="center">11/2014/12</p> | <p>That Council convene a meeting of all the stakeholders involved with the Lightning Ridge Racecourse and Spider Brown Oval Complex to agree on a list of projects to be undertaken and then setting a reasonable time frame in which to prepare a strategic plan for the complex in order to both attract funding and carry out the works involved.</p> <p>Moved: Clr Lane<br/>Seconded: Clr Greenaway</p>                                                                                                                                                                                                                                                                                     | <p align="center">General Manager</p>             | <p>15.09.14 Meetings held report to September meeting.</p>                                                                                                                                                                                                                                                                                                                          | <p align="center">General Manager</p>             |  |
| <p align="center">26 August<br/>2014</p> | <p align="center">11/2014/13</p> | <p>That That Council consider the revised draft Memorandum of Understanding and determine whether or not it is keen on proceeding with the concept and, if so, how to best further the development of the 'whole of community' in partnership with key local organisations.</p> <p>Moved: Clr Lane<br/>Seconded: Clr Keir</p>                                                                                                                                                                                                                                                                                                                                                                    | <p align="center">General Manager</p>             | <p>15.09.14 MOU discussions arranged.<br/>22.10.14 Discussions ongoing.</p>                                                                                                                                                                                                                                                                                                         | <p align="center">General Manager</p>             |  |
| <p align="center">26 August<br/>2014</p> | <p align="center">11/2014/21</p> | <p>That Council advise the Burren Junction community that if a partnership arrangement can be established between the Burren Junction community and the Department of Education with regards to the Burren Junction School of Arts Hall, Council will;</p> <p>1. Consider re-opening the main hall for restricted use after completing repairs estimated to cost \$67,000 including the replacement of guttering.<br/>2. Hold a further community meeting at Burren Junction on Thursday 17 September 2014 at 5:30pm at the Burren Junction RSL.<br/>3. Apply for heritage funding grants to carry out necessary renovations to the hall.</p> <p>Moved: Clr Greenaway<br/>Seconded: Clr Lane</p> | <p align="center">Director Corporate Services</p> | <p>Meeting at Burren Junction held 17.09.14<br/>10.10.14 Further community meeting held 17.09.14. Scope of works to be developed by working group before meeting at Burren Junction.<br/>18.11.14 Project progressing on schedule.<br/>01.12.14 Project on schedule.<br/>03.02.15 Hall re-opened for restricted use. Longer term plan for complete restoration to be developed.</p> | <p align="center">Director Corporate Services</p> |  |

**WALGETT SHIRE COUNCIL AGENDA**

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| 26 August 2014 | 11/2014/35 | <p>1. That the Mayor and General Manager be delegated authority to accept offers for Lot 157 DP 882747, and Lot 156 DP 882747 in Council's Industrial Subdivision, and that any necessary documentation be executed under the Common Seal of Council.</p> <p>2. That the proceeds of sale be transferred to Council's Property Development Reserve.</p> <p>Moved: Clr Lane<br/>Seconded: Clr Cooper</p> | General Manager | 15.09.14 Negotiations continuing. | General Manager |  |
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**Resolution Actions for Ordinary Meeting 23<sup>rd</sup> September 2014**

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| 23 September 2014 | 12/2014/14 | <p>1. Council operations close for the three days Monday 29th to Wednesday 31st inclusive and Friday 2 January 2015 and the General Manager make satisfactory arrangements for the maintenance of essential services and provision of emergency call out services.</p> <p>2. The closedown be effectively notified to residents along with details of essential service and emergency call out arrangements.</p> <p>3. Note the Outdoor Staff shutdown period from Friday 19 December, 2014 to Monday 12 January 2015.</p> <p>Moved: Clr Cooper<br/>Seconded: Clr Lane</p> | General Manager             | 24.09.14 Action to initiate closedowns etc have been finalised.                                                                                           | General Manager             | 17.11.14 Completed |
| 23 September 2014 | 12/2014/17 | <p>1. As the Lightning Ridge Bore Baths perimeter fencing has now been completed at a cost of \$ 23,030 providing a saving of \$16,970 that this amount be transferred to the Contingency Account in 2014/15.</p> <p>2. In turn, that an amount of \$8,000 (est) be transferred from the Contingency Account to undertake the urgent improvement works to the Lightning Ridge Bore Baths change rooms, showers and toilets.</p> <p>Moved: Clr Woodcock<br/>Seconded: Clr Lane</p>                                                                                          | General Manager             | 30.09.14 Appropriate provisions being made in 1 <sup>st</sup> QTR QBRs                                                                                    | General Manager             | 18.11.14 Completed |
| 23 September 2014 | 12/2014/18 | <p>1. That Council adopt a budget of \$35,100 to carry out the works identified above within the current year and that appropriate amendments be made to the 2014/15 Operating Plan and Budget in conjunction with the September, 2014 QBRs.</p> <p>And further that Council's Asset Management staff work with key stakeholders to prepare a strategic plan for the complex which includes detailed cost estimates and identifies funding sources for the proposed capital works programme</p> <p>Moved: Clr Lane<br/>Seconded: Clr Cooper</p>                            | Director Corporate Services | <p>18.11.14 To be included in September QBRs.</p> <p>01.12.14 Purchase Order issued for construction.</p> <p>03.02.15 Strategic plan yet to commence.</p> | Director Corporate Services |                    |
| 23 September 2014 | 12/2014/19 | <p>1. That Council adopt the following roster for the Lions Park Lightning Ridge Sunday Markets:</p> <p align="center">Event Co-ordinator</p>                                                                                                                                                                                                                                                                                                                                                                                                                              | General Manager             | <p>24.09.14 Regulatory signs in place.</p> <p>22.10.14 Advice of market arrangements to be</p>                                                            | General Manager             |                    |

**WALGETT SHIRE COUNCIL AGENDA**

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|                   |            | <p>1st Sunday of Every Month Lightning Ridge<br/>Community Radio Inc.<br/>2nd Sunday of Every Month United Hospital<br/>Auxiliary<br/>3rd Sunday of Every Month Royal Flying Doctor<br/>Service<br/>4th Sunday of Every Month Historical Society<br/>Trust/LR Mens' Shed<br/>5th Sunday of every Month (2 p.a.) Rotary Club of<br/>Lightning Ridge</p> <p>2. Further that the Historical Society Trust share its allocated date with the Lightning Ridge Mens' Shed group who would undertake the BBQ on behalf of the Trust and that on any month were there wasn't a fifth Sunday that the Historical Society Trust and Rotary Club of Lightning Ridge would share the 4th Sunday rotating alternatively.<br/>3. It is also a condition that dogs not be allowed to be taken to the Sunday Markets.</p> <p>Moved: Clr Martinez<br/>Seconded: Clr Lane</p> |                             | circulated.                                                                                                                                                                                                    |                             |  |
| 23 September 2014 | 12/2014/22 | <p>That Council consider inviting local residents to register their interest in participating drought relief employment projects as a means to being able to justify the funding for such projects.</p> <p>Moved: Clr Greenaway<br/>Seconded: Clr Walford</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | General Manager             | 22.10.14 Advertisements forms and press releases being drafted.                                                                                                                                                | General Manager             |  |
| 23 September 2014 | 12/2014/24 | <p>1.That the Council accept the \$20,000 grant offered by the NSW Government of Communities Sport and Recreation Grant Funding for the upgrade of the Lightning Ridge netball courts lighting and;<br/>2.That provision be made in the September QBRS for the project funding of \$40,000 to be offset by grant income of \$20,000 (bet cost \$20,000) and Council's contribution being by way of transfer from the Recreation and Capital Maintenance Vote.</p> <p>Moved: Clr Woodcock<br/>Seconded: Clr Lane</p>                                                                                                                                                                                                                                                                                                                                         | Director Corporate Services | <p>10.10.14 Project to be progressed in accordance with Council resolution.<br/>18.11.14 Project progressing.<br/>01.12.14 Quotations being sought.<br/>03.02.15 LED Australia engaged to undertake works.</p> | Director Corporate Services |  |
| 23 September 2014 | 12/2014/25 | <p>That:</p> <p>1. Council note the content of the report.<br/>2. A hire charge of \$100 per day be set for use of the unit.<br/>3. The unit is only available for hire by community organisation.<br/>4 The hire income be receipted into the general ledger and that income be journaled back to the plant fund.<br/>5. That the hire charge for functions held at the Burren Junction Hall be covered by Council during the period that the Burren Junction Hall kitchen is unavailable.<br/>6. That a bond of \$200 be set for the use of the unit.</p> <p>Moved: Clr Greenaway<br/>Seconded: Clr Taylor</p>                                                                                                                                                                                                                                            | Director Corporate Services | <p>10.10.14 Arrangements progressing and hire form being developed.<br/>18.11.14 Project progressing.<br/>01.12.14 Project on track.<br/>03.02.15 Unit completed and ready for use.</p>                        | Director Corporate Services |  |

**WALGETT SHIRE COUNCIL AGENDA**

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| 23 September 2014 | 12/2014/26      | <p>1. That the content of the report be noted.<br/>                 2. That the quotation from Douglas Bros for supply and installation of new front fence at the Walgett Masonic Lodge at an estimated cost of \$7,700.00 be accepted and that it be funded from B/L 11.03056.4081 Recreation and Culture Capital Maintenance.</p> <p>Moved: Clr Lane<br/>                 Seconded: Clr Taylor</p> | Director Corporate Services                   | <p>10.10.14 Project proceeding and DA lodged.<br/>                 18.11.14 DA approved, awaiting contractor.<br/>                 01.12.14 Job scheduled to commence 10 December 2014.<br/>                 27.01.15 Delay in materials, project to commence 1<sup>st</sup> week of February.</p>                                     | Director Corporate Services                   |                                          |
| 23 September 2014 | Qs next meeting | Opal FM have been unsuccessful in obtaining ongoing funding. Can Council look into giving financial assistance to Opal FM?<br>Clr Taylor                                                                                                                                                                                                                                                             | General Manager                               | 23.09.14 GM requested further info from Opal FM                                                                                                                                                                                                                                                                                        | General Manager                               |                                          |
| 23 September 2014 | Qs next meeting | There is a drainage issue in Peel Street, Walgett between Arthur and Euroka Streets with water and scum in the gutters. Can this be investigated?<br>Clr Cooper                                                                                                                                                                                                                                      | Acting Director Urban Infrastructure Services | <p>18.11.14 Investigation complete, pipe and bits to be installed.<br/>                 01.12.14 Work scheduled for 28 January 2015.<br/>                 03.02.15 Work in progress.</p>                                                                                                                                               | Acting Director Urban Infrastructure Services |                                          |
| 23 September 2014 | Qs next meeting | The Carinda to Walgett Road is in poor condition where geotextile has been applied. Can this be investigated?<br>Clr Cooper                                                                                                                                                                                                                                                                          | Director Engineering Services                 | <p>11.11.2014 – Work has commenced.<br/>                 03.02.15 Work in progress.</p>                                                                                                                                                                                                                                                | Director Engineering Services                 |                                          |
| 23 September 2014 | Qs next meeting | There are a high number of wandering dogs in Lightning Ridge. Can this be investigated?<br>Clr Martinez                                                                                                                                                                                                                                                                                              | Director Planning & Regulatory Services       | <p>26.09.14 Acting Director requested Council's Ranger to undertake increased regular patrols in Lightning Ridge.<br/>                 7.11.14 Completed with ongoing surveillance by Council's Regulatory Officer. The Regulatory Officer has been absent for several weeks due to illness but commenced work again on 19-1-2015.</p> | Director Planning & Regulatory Services       | No further action required at this time. |

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**Resolution Actions for Ordinary Meeting 28 October 2014**

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| 28 October 2014 | 13/2014/13 | <p>1. That a community meeting be held in Carinda to discuss the operation of the Carinda Pool.<br/>                 2. That following the community meeting the General Manager and Mayor be delegated authority to take appropriate action.</p> <p>Moved: Clr Keir<br/>                 Seconded: Clr Walford</p> | Director Corporate Services | <p>18.11.14 Meeting held and local contact is Carinda Service Station.<br/>                 01.12.14 New arrangements in place.<br/>                 03.02.15 Revised arrangements working well.</p> | Director Corporate Services | 03.02.15 Completed. |
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**WALGETT SHIRE COUNCIL AGENDA**

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| 28 October 2014 | 13/2014/15      | <p>1.Note the response letter dated 25 September 2014 from NSW Crown Lands indicating that it has no objection to the establishment of an off-leash area for dogs at Lightning Ridge, within Crown Reserve R84117 for public recreation and a racecourse.</p> <p>2.Proceed with the establishment of an off-leash area for dogs at Lightning Ridge, within Crown Reserve R84117 for public recreation and a racecourse, over the area shown in Attachment A.</p> <p>3.Request the General Manager to make arrangements for the erection of appropriate signage for the off leash area.</p> <p>Moved: Clr Woodcock<br/>Seconded: Clr Walford</p> | Director Planning & Regulatory Services | 7.11.14 Email sent asking Acting Director Urban Infrastructure to action resolution.                                                                                                                                                                                                                                                     | Director Planning & Regulatory Services |
| 28 October 2014 | Qs next meeting | <p>Can a roundabout be put in place in Fox Street near the BP?<br/>Clr Murray</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Director Engineering Services           | <p>28.10.14 Council is to forward the request to the Local Area Traffic Committee Meeting for consideration.</p> <p>03.02.15 Matter referred to LATC. Due to cost this will not go ahead.</p>                                                                                                                                            | Director Engineering Services           |
| 28 October 2014 | Qs next meeting | <p>What is the progress of the Lightning Ridge IGA matter?<br/>Clr Woodcock</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | Director Planning & Regulatory Services | <p>Letter sent 16 October 2014 requesting confirmation of who has been appointed as the engineer and expected time frame for completion of permanent remediation works.</p> <p>In e-mail dated 19-1-2015 building owner's legal representative expects work to commence late March 2015 to implement permanent remediation measures.</p> | Director Planning & Regulatory Services |

**Resolution Actions for Ordinary Meeting 25 November 2014**

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| 25 November 2014 | 15/2014/9  | <p>That the action being taken by the General Manager in preparing and submitting an application for National Stronger Regions Fund – "Main Street Makeovers" be endorsed.</p> <p>Moved: Clr Murray<br/>Seconded: Clr Cooper</p>                           | General Manager             | 28.11.14 Application lodged.                                                                             | General Manager             |
| 25 November 2014 | 15/2014/15 | <p>1. That the WSC AFM Quotation and Tender Thresholds and WSC Purchasing Policy and Procedures be rescinded.</p> <p>2. That the Procurement and Tendering Policy and Policy Procedure be adopted.</p> <p>Moved: Clr Martinez<br/>Seconded: Clr Murray</p> | Director Corporate Services | <p>01.12.14 Policy and procedure to be implemented.</p> <p>03.02.15 Awaiting meeting of contractors.</p> | Director Corporate Services |

**WALGETT SHIRE COUNCIL AGENDA**

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| 25 November 2014 | Qs next meeting | Can a report be brought to Council regarding changing the name of the Gundabloui Road to the Mungindi Road as it was previously named?<br>Response<br>The Director Engineering Services to investigate.<br>Clr Greenaway                                                                                                                                                                                                                                                 | Director Engineering Services                 | 11.12.14 A report is to be prepared for the February Council Meeting.                                                                                                                                                                                                     | Director Engineering Services                 |  |
| 25 November 2014 | Qs next meeting | What is the progress of the Grawin Bore project?<br>Response<br>The General Manager advised that a community consultation session is to be held at Grawin in the near future. Residents are to be advised that they will need to contribute towards the cost of the bore.<br>Clr Martinez                                                                                                                                                                                | Acting Director Urban Infrastructure Services | 01.12.14 A meeting is to be held with the Grawin community shortly.<br>03.02.15 Community consultation to be held this month.                                                                                                                                             | Acting Director Urban Infrastructure Services |  |
| 25 November 2014 | Qs next meeting | The 2015 ANZAC Day celebrations will be held in Gray Park, Walgett. Will the Walgett ANZAC Committee have to cover the cost of temporary toilet facilities for the day?<br>Response<br>The Director Corporate Services to investigate.<br>Clr Keir                                                                                                                                                                                                                       | Director Corporate Services                   | 01.12.14 Awaiting outcome of grant application in December, but temporary facilities will be made available for the event.<br>03.02.15 Grant application unsuccessful. \$75,000 in December QBRS. Further consideration to be given to temporary toilets closer to event. | Director Corporate Services                   |  |
| 25 November 2014 | Qs next meeting | Did Council staff install "Fire Hydrant" signs on top of the existing signs at St Joseph's School Walgett?<br>Response<br>The General Manager to investigate.<br>Clr Keir                                                                                                                                                                                                                                                                                                | General Manager                               | 11.12.14 Signs were not installed by Council staff.                                                                                                                                                                                                                       | General Manager                               |  |
| 25 November 2014 | Qs next meeting | Can garbage bins be installed along the footpath outside of the Walgett IGA?<br>Response<br>The Acting Director Urban Infrastructure Services to investigate.<br>Clr Murray                                                                                                                                                                                                                                                                                              | Acting Director Urban Infrastructure Services | 01.12.14 Investigating                                                                                                                                                                                                                                                    | Acting Director Urban Infrastructure Services |  |
| 25 November 2014 | Qs next meeting | Can Council write to Kevin Humphries MP requesting that mental health services within the Shire are better coordinated and have a more regular presence?<br>Response<br>The General Manager to investigate<br>Clr Murray                                                                                                                                                                                                                                                 | General Manager                               | 04.12.14 Letter being drafted.                                                                                                                                                                                                                                            | General Manager                               |  |
| 25 November 2014 | Qs next meeting | Walgett fishermen have noted that they have recently not been able to access the Weir. Why are they not able to access the weir now?<br>Response<br>The General Manager to investigate<br>Clr Taylor                                                                                                                                                                                                                                                                     | General Manager                               | 04.12.14 Private property access issues being researched.                                                                                                                                                                                                                 | General Manager                               |  |
| 25 November 2014 | Qs next meeting | Can Council install water meters to properties outside of Lightning Ridge near the tip?<br>Response<br>The Director Planning and Regulatory Services advised that Council cannot install water meters outside of the town area. He further advised that a report on illegal use of the town water supply was brought to Council recently. Council resolved to seek legal advice, and he will be submitting that advice to Council in conjunction with an updated report. | Director Planning and Regulatory Services     | 02.12.14 Response provided at meeting by Director Planning and Regulatory Services<br>Updated report currently being drafted for submission to Council.                                                                                                                   | Director Planning and Regulatory Services     |  |

**WALGETT SHIRE COUNCIL AGENDA**

|                  |                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                             |                                                                                                                        |                             |  |
|------------------|-----------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|------------------------------------------------------------------------------------------------------------------------|-----------------------------|--|
|                  |                 | Clr Taylor                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                             |                                                                                                                        |                             |  |
| 25 November 2014 | Qs next meeting | What is the progress of the Lightning Ridge Post Office issue?<br>Response<br>The Mayor advised that he has been informed by Mr Mark Coulton MP that Australia Post are planning to take over the Post Office from the current Post Master.<br>Clr Taylor                                                                                                                                                                                                                                                                                                                               | Director Corporate Services | 11.12.14 Waiting for advice from Australia Post.                                                                       | Director Corporate Services |  |
| 25 November 2014 | Qs next meeting | People who leave their car windows open to cool their car down while they are parked in Lightning Ridge during hot weather are receiving \$104.00 fines from the Highway Patrol Officer. Can Council discuss this issue with the Police?<br>Response<br>The General Manager advised that the Highway Patrol does not operate as part of the Castlereagh Local Area Command. The General Manager further advised that he will be attending an REMC meeting next week and he will raise the issue with the Assistant Police Commissioner who will be in attendance as well.<br>Clr Taylor | General Manager             | 04.12.14 Not raised at the meeting. Being checked with Highway Patrol.                                                 | General Manager             |  |
| 25 November 2014 | Qs next meeting | Can flags be installed in Morilla and Opal Streets in Lightning Ridge as part of the Main Street Beautification Project?<br>Response<br>The General Manager to investigate.<br>Clr Walford                                                                                                                                                                                                                                                                                                                                                                                              | General Manager             | 04.12.14 To be listed for discussion at next consultation session.                                                     | General Manager             |  |
| 25 November 2014 | 15/2014/24      | 1. That Council resolve to sell the properties as listed in appendix 1 of this report in accordance by public auction in accordance with the Sec 713 of the Local Government Act 1993.<br>2. That the only payment arrangement acceptable to the Council be payment in full.<br>3. That Council resolve that Saturday 28th March 2015 at 10:30am be the date and time of the auction for sale of land for unpaid rates.<br><br>Moved: Clr Cooper<br>Seconded: Clr Greenaway                                                                                                             | Director Corporate Services | 1. Letter send 01.12.14<br>2. Progressing<br>01.12.14 Arrangements being put in place.<br>03.02.15 Matter progressing. | Director Corporate Services |  |

**Resolution Actions for Ordinary Meeting 17 December 2014**

|                  |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                 |  |                 |  |
|------------------|-----------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|--|-----------------|--|
| 17 December 2014 | 16/2014/5 | 1. That an invitation be extended to the Minister for Emergency Services and NSW RFS Commissioner Shane Fitzsimmons to meet with Council representatives to discuss the following issues;<br>a)The issue of the use of cheaper, more effective tanker trailer units in the North West Zone rather than more expensive fire trucks.<br>b)The issue of fire protection clothing suitable for North West Zone conditions.<br>2. That a copy of the invitation letter is provided to Greg Sim and Kevin Humphries MP.<br><br>Moved: Clr Murray<br>Seconded: Clr Greenaway | General Manager |  | General Manager |  |
| 17 December 2014 | 16/2014/6 | That an invitation be extended to the NSW Minister for Education Mr Adrian Piccoli MP to review the effectiveness of the Connected Communities concept at the Walgett Community College as it does not appear to be meeting whole of community expectations.                                                                                                                                                                                                                                                                                                          | General Manager |  | General Manager |  |

**WALGETT SHIRE COUNCIL AGENDA**

|                  |                        |                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                   |                                                                                        |                                                   |  |
|------------------|------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------|----------------------------------------------------------------------------------------|---------------------------------------------------|--|
|                  |                        | 2. That a copy of the invitation letter is provided to Kevin Humphries MP.<br><br>Moved: Clr Murray<br>Seconded: Clr Walford                                                                                                                                                                                                                                                                                                |                                                   |                                                                                        |                                                   |  |
| 17 December 2014 | 16/2014/11             | That a meeting with the Local Federal Member Mark Coulton MP be arranged as a matter of urgency to follow up Council's various Drought Submissions/initiatives.<br><br>Moved: Clr Walford<br>Seconded: Clr Murray                                                                                                                                                                                                           | General Manager                                   |                                                                                        | General Manager                                   |  |
| 17 December 2014 | 16/2014/14             | 1. That Council note the content of the report and that the list be reviewed by councillors and staff for accuracy and omissions.<br>2. That Councillors Keir, Greenaway and Woodcock meet with Council staff after the February 2015 meeting to review the report.<br><br>Moved: Clr Keir<br>Seconded: Clr Greenaway                                                                                                       | Director Corporate Services                       | 03.02.15 Review meeting scheduled for after the February Council Meeting.              | Director Corporate Services                       |  |
| 17 December 2014 | 16/2014/15             | That Council note the attached Quarterly Budget Review Statement for September and adopt the adjustments/changes indicated within each report respectively.<br><br>Moved: Clr Keir<br>Seconded: Clr Greenaway                                                                                                                                                                                                               | Director Corporate Services                       |                                                                                        | Director Corporate Services                       |  |
| 17 December 2014 | 16/2014/19             | That this item is deferred until a response is received from the NSW RFS Commissioner Shane Fitzsimmons regarding the issues raised by Clr Murray in his Motion of Notice.<br><br>Moved: Clr Greenaway<br>Seconded: Clr Walford                                                                                                                                                                                             | Director Engineering Services                     | 23.01.15 Work in progress.                                                             | Director Engineering Services                     |  |
| 17 December 2014 | 16/2014/21             | 1. That the Level 2 Garden Watering restriction is amended to allow watering from 7:00pm to 9:00pm only, from 16 December 2014.<br>2. That the Office of Water/State Water are requested to investigate illegal irrigation upstream of Walgett.<br>3. That Council initiate an approach for emergency bore or pumping from the Barwon River funding as a matter of urgency.<br><br>Moved: Clr Walford<br>Seconded: Clr Keir | Acting Director Urban and Infrastructure Services | 03.02.15 1 and 2 done. 3 – awaiting response from local member.                        | Acting Director Urban and Infrastructure Services |  |
| 17 December 2014 | Questions Next Meeting | Can Council investigate re-installing the Walgett Town sign on the Kamilaroi Highway once it is repaired?<br>Response<br>The Acting Director Urban Infrastructure Services to take appropriate action for repairs and re-installation.<br>Clr Murray                                                                                                                                                                        | Acting Director Urban and Infrastructure Services |                                                                                        | Acting Director Urban and Infrastructure Services |  |
| 17 December 2014 | Questions Next Meeting | The unsealed road near the Walgett tip is untidy and there is rubbish in the area. Can this be tidied up?<br>Response<br>The Acting Director Urban Infrastructure Services advised that the area was cleared last week and he will investigate further and take appropriate action.<br>Clr Murray                                                                                                                           | Acting Director Urban and Infrastructure Services | 03.02.15 Completed, next step may be to engage R&R Services regarding illegal dumping. | Acting Director Urban and Infrastructure Services |  |
| 17 December 2014 | Questions Next Meeting | The undercover area between the small and large swimming pools in Walgett that was previously grassed is now dirt. Can Council investigate?                                                                                                                                                                                                                                                                                 | Director Corporate Services                       | 03.02.15 Work to be undertaken when pool closes in April.                              | Director Corporate Services                       |  |

**WALGETT SHIRE COUNCIL AGENDA**

|                  |                        |                                                                                                                                                                                                                                                                                                                                                                        |                                                   |                                                |                                                   |  |
|------------------|------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------|------------------------------------------------|---------------------------------------------------|--|
|                  |                        | Response<br>The Director Corporate Services advised that a number of options for recovering are currently being investigated and appropriate action will be taken without any further delay.<br>Clr Cooper                                                                                                                                                             |                                                   |                                                |                                                   |  |
| 17 December 2014 | Questions Next Meeting | Can the Rosemary around the ANZAC Monument in Fox Street Walgett be removed?<br><br>Response<br>The General Manager advised that the RSL is planning on installing planter boxes around the Monument but that the damaged rosemary will be removed in the interim period.<br>Clr Keir                                                                                  | Acting Director Urban and Infrastructure Services | 03.02.15 Actioned by RSL Sub Branch Committee. | Acting Director Urban and Infrastructure Services |  |
| 17 December 2014 | Questions Next Meeting | Brian Hannigan has written to Council regarding the misspelling of the Hardy's Lease Road. Can his letter be acknowledged and a response sent?<br>Response<br>The Director of Engineering Services advised that the letter has been received, will be acknowledged by letter and appropriate action initiated without delay to correct the spelling error.<br>Clr Keir | Director Engineering Services                     |                                                | Director Engineering Services                     |  |
| 17 December 2014 | Questions Next Meeting | What is the progress of the fencing issue at the Walgett Weir?<br>Response<br>The General Manager advised that the laneway to the weir will be fenced shortly and arrangement for access made as necessary.<br><br>Clr Keir                                                                                                                                            | General Manager                                   |                                                | General Manager                                   |  |
| 17 December 2014 | Questions Next Meeting | Has the Walgett Masonic Hall fencing project started? A window has also recently been broken at the Hall.<br>Response<br>The Director Corporate Services advised that the project has started and the broken window will be repaired without delay.<br>Clr Keir                                                                                                        | Director Corporate Services                       | 03.02.15 Referred to property officer.         | Director Corporate Services                       |  |
| 17 December 2014 | Questions Next Meeting | Can the letter received from Michael Hughes Transport be acknowledged?<br>Response<br>The General Manager advised that the letter received will be acknowledged and further negotiation for the sale of the land involved initiated.<br>Clr Keir                                                                                                                       | General Manager                                   |                                                | General Manager                                   |  |
| 17 December 2014 | 16/2014/24             | 1.That the summary of the performance monitoring undertaken by LG NSW Management Solutions on behalf of Council be received and noted.<br><br>Moved: Clr Keir<br>Seconded: Clr Murray                                                                                                                                                                                  | General Manager                                   |                                                | General Manager                                   |  |
| 17 December 2014 | 16/2014/25             | That Council endorse the proposed reorganisation of Council's functional activities into a three divisional structure and that an appropriate consultation process be commenced early in January, 2015 with a view to a definite proposal being put before Council for consideration in February, 2015.<br><br>Moved: Clr Woodcock<br>Seconded: Clr Walford            | General Manager                                   |                                                | General Manager                                   |  |

**WALGETT SHIRE COUNCIL AGENDA**

|                             |                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                    |                                   |                                    |  |
|-----------------------------|-------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------|-----------------------------------|------------------------------------|--|
| <p>17 December<br/>2014</p> | <p>16/2014/26</p> | <p>That Council accept the quotation from Everingham Electrical &amp; Data Pty Ltd in the sum of \$42,306 for the supply and installation of cabling for voice &amp; data networks.</p> <p>That an amount of \$13,000 be transferred from office furniture &amp; equipment replacement (Budget 11.03823.3827) and \$10,000 from IT support general (Budget 11.03823.4975) to Budget 11.03823.3923 (telephone system upgrade).</p> <p>Moved: Clr Woodcock<br/>Seconded: Clr Cooper</p> | <p>Director Corporate Services</p> | <p>03.02.15 Project underway.</p> | <p>Director Corporate Services</p> |  |
|-----------------------------|-------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------|-----------------------------------|------------------------------------|--|

## **LOCAL GOVERNMENT WEEKLY RECEIVED FROM THE LOCAL GOVERNMENT NSW – FEBRUARY 2015**

**REPORTING SECTION:** General Manager  
**AUTHOR:** Don Ramsland – General Manager  
**FILE NUMBER:** 10/615

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### **Summary:**

Copies of weekly circulars numbers 48-3 received from Local Government NSW since the December Council meeting have been distributed to Councillors.

### **Background:**

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

#### Issue 48

Item 7: Seniors Card App  
Item 8: Disaster Preparedness Messages  
Item 13: Public Programs for February 2015  
Item 14: Boat Trailer Parking – Circular to Councils

#### Issue 49

Item 2: Independent Review of TCorp's *Financial Sustainability of the NSW Local Government Sector* report  
Item 3: LGNSW's State Election Priorities 2015  
Item 5: Display of Election Campaign Material on Power Poles  
Item 8: State Wage Case 2014

#### Issue 1

Item 11: Constructive Workplace Communication – New Public Program  
Item 14: 2014 Waste Regulation – Planning Implications

#### Issue 2

Item 7: Reviewed NSW Waste Strategy Sets New Targets  
Item 8: Public Holidays  
Item 16: Regional Airport Funding Announcement

#### Issue 3

Item 7: Fit for the Future Workshops for February and March 2015  
Item 8: Work Health and Safety Briefings for February and March 2015  
Item 10: Constructive Workplace Communication – New Public Program  
Item 11: Public Programs for February 2015  
Item 13: Update on the NSW Online Registry for the Supreme, District and Local Courts

**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 application for grant funding where funding for Council projects may be available.

**Relevant Reference Documents/Policies:**

Nil

**Governance issues:**

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

**Environmental issues:**

Nil

**Stakeholders:**

Councillors  
Walgett Shire Council staff

**Financial Implications:**

Nil

**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.

**Circulars Received from the Local Government NSW**

**Recommendation:**

That the information contained in the weekly circulars numbers 48 – 3 from the Local Government NSW be received and noted.

**Moved: Clr Greenaway**

**Seconded: Clr Murray**

**Attachments:**

Nil

## ***CIRCULARS RECEIVED FROM THE NSW OFFICE OF LOCAL GOVERNMENT – FEBRUARY 2015***

**REPORTING SECTION:** General Manager  
**AUTHOR:** Don Ramsland – General Manager  
**FILE NUMBER:** 10/616

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### **Summary:**

Copies of circular received 14-32 to 15-04 from the Local Government Division 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:

|                 |                                                                                                            |
|-----------------|------------------------------------------------------------------------------------------------------------|
| Circular 14-32: | Release of Rural Council Workshop Paper and Request for Feedback                                           |
| Circular 14-33: | Release of Merger Business Case Panel Guide for Councils                                                   |
| Circular 15-01: | Local Government Amendment (Elections) Bill 2014                                                           |
| Circular 15-02: | Disclosure of Information by Councils to NBN Co Limited for the Delivery of the National Broadband Network |
| Circular 15-03: | Disability Inclusion Action Planning requirements of Local Councils                                        |
| Circular 15-04: | Release of Fit for the Future Template 3 (Rural Council Proposal)                                          |

### **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 – February 2015**

**Recommendation:**

That the information contained in the following Departmental circulars 14-32 to 15-04 from the Local Government Division Department of Premier and Cabinet be received and noted.

**Moved:**

**Seconded:**

**Attachments:**

Circulars 14-32 to 15-04

|                             |                                                                                             |
|-----------------------------|---------------------------------------------------------------------------------------------|
| <b>Circular Details</b>     | Circular No 14-32 / 9 December 2014 / A403126                                               |
| <b>Previous Circular</b>    | Nil                                                                                         |
| <b>Who should read this</b> | Councillors / General Managers / Staff                                                      |
| <b>Contact</b>              | Innovation Team / 02 4428 4100 / <a href="mailto:olg@olg.nsw.gov.au">olg@olg.nsw.gov.au</a> |
| <b>Action required</b>      | For Information                                                                             |

## Release of Rural Council Workshop Paper and Request for Feedback

### What's new or changing

- The Office of Local Government has released a Workshop Outcomes Paper presenting the ideas and options discussed at the recent Rural Council Workshops.

### What this will mean for your council

- Councils in rural areas are invited to provide feedback on the Paper by **7 January 2015**.

### Key points

- The workshops aimed to further develop the Rural Council Model, using the Independent Panel's recommendations as a starting point.
- The Paper considers a number of options for rural councils, based on the discussions at the workshop.
- Council representatives who attended the workshops may have additional comments to add or clarify. Those who were unable to attend may wish to provide feedback on the characteristics and options within the Paper.
- The feedback will help to further refine options for small councils preparing their Fit for the Future proposals, including the Rural Council Template (Template 3) and guidance materials (scheduled for release in January).

### Where to go for further information

- The Workshop Outcomes Paper has been emailed to councils who participated in the workshops.
- The Paper is also available from the Fit for the Future website at [www.fitforthefuture.nsw.gov.au](http://www.fitforthefuture.nsw.gov.au)



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**Acting Chief Executive**  
**Office of Local Government**

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|                             |                                                                                                                                   |
|-----------------------------|-----------------------------------------------------------------------------------------------------------------------------------|
| <b>Circular Details</b>     | Circular No 14-33/ Date 19 December 2014 / A405862                                                                                |
| <b>Previous Circular</b>    | Nil                                                                                                                               |
| <b>Who should read this</b> | Councillors / General Managers / Staff                                                                                            |
| <b>Contact</b>              | One Stop Shop / 02 4428 4100 / <a href="mailto:onestopshop@fitforthefuture.nsw.gov.au">onestopshop@fitforthefuture.nsw.gov.au</a> |
| <b>Action required</b>      | For information                                                                                                                   |

## Release of Merger Business Case Panel guide for councils

### What's new or changing

- Following a competitive procurement process, the Office of Local Government has appointed a Panel of experienced business case developers to assist councils to obtain further information about a potential merger.
- The Office has produced a guide for councils outlining the details of Panel members and how councils can procure their services.

### What this will mean for your council

- Under the Fit for the Future program, the NSW Government will provide up to 50% funding where councils procure a provider from the Panel.
- The Panel will be active until 30 June 2015, to enable councils to access services as they prepare their Fit for the Future proposals.

### Key points

- The primary purpose of a merger business case is to provide councils with the necessary information to allow them to determine whether a proposed merger option is the right outcome.
- Councils who resolve to investigate a merger option will have input into the scoping of the business case and will be responsible for procuring and contract managing Panel members.
- Undertaking a business case does not commit a council to merging – it simply helps councils to better understand the benefits and costs of a merger option.

### Where to go for further information

- The guide can be downloaded from the Fit for the Future website at: <http://www.fitforthefuture.nsw.gov.au/content/one-stop-shop-0>

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|                             |                                                                                                |
|-----------------------------|------------------------------------------------------------------------------------------------|
| <b>Circular Details</b>     | Circular No 15-01 / 6 January 2015 / A403359                                                   |
| <b>Previous Circular</b>    | Circular 13-41 Model Resolutions to engage the NSW Electoral Commissioner to Conduct Elections |
| <b>Who should read this</b> | Councillors / General Managers                                                                 |
| <b>Contact</b>              | Council Governance Team - 4428 4100                                                            |
| <b>Action required</b>      | Information / Council to Implement                                                             |

## Local Government Amendment (Elections) Bill 2014

### What's new or changing

- The *Local Government Amendment (Elections) Bill 2014* has now passed the NSW Parliament. The amendments give effect to recommendations made by the NSW Parliament's Joint Standing Committee on Electoral Matters in its inquiry into the 2012 Local Government Elections. They are designed to improve the administration of council elections, give councils more choice in the administration of their elections, reduce costs and improve voter participation.

### What this will mean for your council

- The details of the amendments to the *Local Government Act 1993* and accompanying amendments to the *Local Government (General) Regulation 2005* are outlined in the attachment to this circular.

### Key points

- The amendments will commence once the supporting regulations are made. The Office will inform councils when the amendments commence.
- The amendments will not alter the requirement for councils to resolve before **9 March 2015** whether to engage the NSW Electoral Commissioner to administer their elections. Where councils resolve to engage the Electoral Commissioner they should use the words suggested in circular 13-41 issued on 18 September 2013.
- Where councils fail to resolve to engage the Electoral Commissioner before the **9 March 2015**, the General Manager will be responsible for administering the council's elections.
- Where councils resolve to administer the elections themselves, they should specify the following information in their resolution:
  - whether the General Manager intends to administer elections personally or to engage an electoral services provider,
  - if the General Manager intends to administer elections personally, whether the General Manager has identified any persons to be appointed as the returning officer and substitute returning officer and, if so, their names,
  - if the General Manager intends to engage an electoral services provider, whether the general manager has identified an electoral services provider and, if so, the name of that provider:

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- Information on what councils should consider in deciding whether to administer their own elections is available on the Office of Local Government's website at [www.olg.nsw.gov.au](http://www.olg.nsw.gov.au). In the "Directory of Policy Advice" please go to the "Elections" page and select "*Guidelines for Council Administered Elections*".

**Where to go for further information**

- For more information, contact the Office's Council Governance Team on 4428 4100.



**Steve Orr**  
**Acting Chief Executive**  
**Office of Local Government**

**Attachment**

**Amendments to the Local Government Act**

The amendments to the *Local Government Act 1993* will:

**Reduce costs and improve the administration of council elections by:**

- Requiring councils that administer their own elections to demonstrate to their communities that they have the capacity to do so successfully.
- Ensuring that councils that choose to administer their own elections have access to soft copy information contained in the electoral roll necessary for the effective administration of their elections and ensuring that this information is used solely for the purposes of administering the election.
- Allowing councils to avoid the significant expense of holding a by-election to fill vacancies that arise in the first 18 months of their terms by giving them the option of filling vacancies by use of a count back system based on votes cast at the last ordinary election instead. The decision to exercise this option must be made at the first meeting of the council following the election.

**Build on the reforms to non-residential enrolment for the City of Sydney and promote non-residential voter participation at other council elections by:**

- Allowing the City of Sydney the option of conducting its elections by universal postal voting instead of attendance voting and extending this to all councils in the future.
- Boosting non-residential elector participation in elections for councils other than the City of Sydney by relieving non-residential voters of the need to reapply to vote at each election.

**Amendments to the Local Government (General) Regulation**

The amendments to the Act will be complimented by amendments to the Regulation, which will be developed in close consultation with the NSW Electoral Commissioner.

These amendments will prescribe the detailed procedural requirements for the use of count backs to fill vacancies and conducting universal postal voting elections. In addition, the amendments to the Regulation will give effect to a number of other recommendations of the Committee. In particular, they will:

**Improve the administration of elections by:**

- Requiring the Electoral Commissioner to report to the Minister on the council elections he has administered
- Add to the candidate data currently collected by the Office of Local Government, information about candidate membership of registered political parties
- Requiring the Electoral Commissioner and general managers of councils that administer their own elections to report voter turnout numbers.

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Improve voter participation at elections by:

- Abolishing the qualification requirements for postal and pre-poll voting for voters for the City of Sydney allowing all voters, (including non-residential voters) to cast their vote this way should they choose to do so, and extending this to all council areas in the future.

|                             |                                                                                                     |
|-----------------------------|-----------------------------------------------------------------------------------------------------|
| <b>Circular Details</b>     | Circular No 15-02 / 8 January 2015 / A400756                                                        |
| <b>Previous Circular</b>    | Nil                                                                                                 |
| <b>Who should read this</b> | Councillors / General Managers / Public Officers                                                    |
| <b>Contact</b>              | Council Governance Team / 02 4428 4201 / <a href="mailto:olg@olg.nsw.gov.au">olg@olg.nsw.gov.au</a> |
| <b>Action required</b>      | For information                                                                                     |

## Disclosure of Information by Councils to NBN Co Limited for the delivery of the National Broadband Network

### What's new or changing

- The Attorney General has approved the making of a public interest direction under section 41 of the *Privacy and Personal Information Protection Act 1998* (the PPIP Act), titled '*Direction on the Disclosure of Information by Councils to NBN Co Limited for the delivery of the National Broadband Network*'.
- The public interest direction was signed by the NSW Privacy Commissioner on 7 November 2014 and has effect for a period of 18 months.

### What this will mean for your council

- The direction permits a council to disclose the address of a land owner, collected by a council for rating purposes, to NBN Co for the purpose of providing written notice to land owners of its intention to inspect the land, install and maintain the NBN facilities.

### Key points

- Under the public interest direction, a council may disclose personal information of land owners to NBN Co on condition that:
  - NBN Co has approached the council in writing;
  - The council is satisfied that the information is to be used by NBN Co for the proper and lawful function/s of that agency in accordance with Clause 17 of Schedule 3 to the *Telecommunications Act 1997* (Cth); and
  - The council is satisfied that the personal information is reasonably necessary for the exercise of NBN Co's function/s with respect to the inspection of land, installation and maintenance of NBN facilities.

### Where to go for further information

- For more information see the public interest direction on the Information and Privacy Commission's website at <http://www.ipc.nsw.gov.au/public-interest-directions>.



**Steve Orr**  
Acting Chief Executive  
Office of Local Government

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|                             |                                                                                               |
|-----------------------------|-----------------------------------------------------------------------------------------------|
| <b>Circular Details</b>     | Circular No 15-03/ Date 23 January 2015/ A393489                                              |
| <b>Previous Circular</b>    | N/A                                                                                           |
| <b>Who should read this</b> | General Managers / Integrated Planning & Reporting coordinators / disability service managers |
| <b>Contact</b>              | Development / 02 4428 4100/ <a href="mailto:olg@olg.nsw.gov.au">olg@olg.nsw.gov.au</a>        |
| <b>Action required</b>      | Information                                                                                   |

## Disability Inclusion Action Planning requirements of local councils

### What's new or changing

- Transition to the National Disability Insurance Scheme (NDIS), and the transition of Ageing, Disability & Home Care (ADHC) funding to the National Disability Insurance Agency.
- By mid-2018 every eligible person in NSW will receive their disability support funding through the NDIS. ADHC will no longer provide funding directly to service providers, including local government.
- The new Disability Inclusion Act commits NSW Government departments, local councils and other public authorities to work to make communities more inclusive and accessible for people with disability.

### What this will mean for your council

- The Disability Inclusion Act requires all local government organisations to produce a Disability Inclusion Action Plan (DIAP) setting out measures enabling people with a disability to access general support and services and fully participate in the community.
- There are implications for local government service delivery. ADHC is currently working with the disability sector to strategically plan for the changes, and ADHC officers will liaise with local government disability service managers around contractual matters and change management.

### Key points

- The Office of Local Government and Local Government NSW were consulted during the development of the NSW Disability Inclusion Act.
- The Department of Family and Community Services will work with local councils to ensure they are aware of the DIAP requirements, and to integrate DIAP development and reporting into local government planning cycles under the Integrated Planning and Reporting framework.
- Under the Disability Inclusion Act, the Disability Council has an expanded role which includes advice to Government and local councils on disability inclusion planning.
- Resources are available for local councils under the National Disability Services Industry Development Fund for use in local disability planning processes.

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**Where to go for further information**

- Information about the Industry Development Fund can be found at [http://www.adhc.nsw.gov.au/sp/training\\_and\\_development/industry\\_development\\_fund](http://www.adhc.nsw.gov.au/sp/training_and_development/industry_development_fund) and <http://www.idfnsw.org.au>.
- For more information regarding the changes to disability services funding and the NDIS generally, contact Ms Wendy Noller, A/Director Sector Readiness, on (02) 9377 6409 or email [wendy.noller@facsnsw.gov.au](mailto:wendy.noller@facsnsw.gov.au).

**Steve Orr**  
**Acting Chief Executive**  
**Office of Local Government**

|                             |                                                                                                                    |
|-----------------------------|--------------------------------------------------------------------------------------------------------------------|
| <b>Circular Details</b>     | Circular No15-04 / Date 30 January 2015 / Doc ID A410460                                                           |
| <b>Previous Circular</b>    | 14-23, 14-28                                                                                                       |
| <b>Who should read this</b> | Councillors / General Managers                                                                                     |
| <b>Contact</b>              | One Stop Shop – <a href="mailto:onestopshop@fitforthefuture.nsw.gov.au">onestopshop@fitforthefuture.nsw.gov.au</a> |
| <b>Action required</b>      | Council to Implement                                                                                               |

## Release of Fit for the Future Template 3 (Rural Council Proposal) and Guidance material

### What's new or changing

- The Fit for the Future Template 3 (Rural Council Proposal) and guidance material has been finalised, following consultation with the sector, and is now available to councils.

### What this will mean for your council

- Councils which are considering the Rural Council Option will be able to continue preparing proposals for submission by 30 June 2015.

### Key points

- Feedback received from councils during the consultation period has helped to refine the final Template and guidance material.
- The Template has been provided in PDF format. A Word version is also available. These documents are to help councils when drafting their proposals. Final Fit for the Future proposals will be submitted online, with the online facility available in the coming months.
- Councils should consider the Panel recommendations and the Rural Council Characteristics as a starting point.
- The OLG will be conducting a series of workshops in February to assist rural councils in using the tools and guidance material. Details of dates and venues will be provided directly to councils shortly.

### Where to go for further information

- Further information is available on the Fit for the Future website: [www.fitforthefuture.nsw.gov.au](http://www.fitforthefuture.nsw.gov.au)



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## **MONTHLY CALENDAR – FEBRUARY 2015**

**REPORTING SECTION:** General Manager  
**AUTHOR:** Don Ramsland – General Manager  
**FILE NUMBER:** 10/22

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### **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 for the months of February 2015 to April 2015 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

### **Financial Implications:**

Nil

**Alternative Solutions/Options:**

Not applicable

**Conclusion:**

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

**Monthly Calendar – February 2015 to April 2015**

**Recommendation:**

That Council receive and note the regular monthly calendar for the period February 2015 to April 2015.

**Moved:**

**Seconded:**

**Attachment:**

Calendar for February to April 2015

## February 2015

| <b>Date of Meeting</b> | <b>Time</b>    | <b>What</b>                                                             | <b>Who</b>                                                              |
|------------------------|----------------|-------------------------------------------------------------------------|-------------------------------------------------------------------------|
| Sun 1 Feb              |                |                                                                         |                                                                         |
| <b>Mon 2 Feb</b>       | <b>11:00am</b> | <b>Regional Airservices and Walgett Weir Projects Meetings – Sydney</b> | <b>General Manager &amp; Act Director Urban Infrastructure Services</b> |
| Tues 3 Feb             |                |                                                                         |                                                                         |
| Weds 4 Feb             |                |                                                                         |                                                                         |
| <b>Thurs 5 Feb</b>     | <b>4:00pm</b>  | <b>MVWAC Executive Meeting – Dubbo</b>                                  | <b>General Manager</b>                                                  |
| <b>Fri 6 Feb</b>       | <b>9:00am</b>  | <b>GMAC Meeting – Dubbo</b>                                             | <b>General Manager</b>                                                  |
| Sat 7 Feb              |                |                                                                         |                                                                         |
| Sun 8 Feb              |                |                                                                         |                                                                         |
| <b>Mon 9 Feb</b>       | <b>09:00am</b> | <b>Far Western Academy of Sport AGM – Bourke</b>                        | <b>General Manager</b>                                                  |
| <b>Tues 10 Feb</b>     | <b>10:00am</b> | <b>February Council Meeting – Walgett</b>                               | <b>All Councillors and Directors</b>                                    |
| Weds 11 Feb            |                |                                                                         |                                                                         |
| Thurs 12 Feb           |                |                                                                         |                                                                         |
| <b>Fri 13 Feb</b>      | <b>5:30pm</b>  | <b>Welcome to Community Event – Collarenebri Club</b>                   | <b>All Councillors and Directors</b>                                    |
| Sat 14 Feb             |                |                                                                         |                                                                         |
| Sun 15 Feb             |                |                                                                         |                                                                         |
| Mon 16 Feb             |                |                                                                         |                                                                         |
| Tues 17 Feb            |                |                                                                         |                                                                         |
| Weds 18 Feb            |                |                                                                         |                                                                         |
| <b>Thurs 19 Feb</b>    | <b>TBC</b>     | <b>Far West Initiative – State Agency Forum - Dubbo</b>                 | <b>General Manager</b>                                                  |
| <b>Fri 20 Feb</b>      | <b>09:00am</b> | <b>OROC Meeting – Dubbo</b>                                             | <b>General Manager &amp; Mayor</b>                                      |
| Sat 21 Feb             |                |                                                                         |                                                                         |
| <b>Sun 22 Feb</b>      | <b>3:00pm</b>  | <b>Western Division Shires Meeting – Condobolin</b>                     | <b>Mayor, Deputy Mayor &amp; General Manager</b>                        |
| <b>Mon 23 Feb</b>      | <b>8:00am</b>  | <b>Western Division Shires Meeting – Condobolin</b>                     | <b>Mayor, Deputy Mayor &amp; General Manager</b>                        |
| <b>Tues 24 Feb</b>     | <b>8:00am</b>  | <b>Western Division Shires Meeting – Condobolin</b>                     | <b>Mayor, Deputy Mayor &amp; General Manager</b>                        |
| <b>Weds 25 Feb</b>     | <b>TBC</b>     | <b>Budget Review Meeting</b>                                            | <b>All Councillors and Directors</b>                                    |
| Thurs 26 Feb           |                |                                                                         |                                                                         |
| <b>Fri 27 Feb</b>      | <b>5:30pm</b>  | <b>Welcome to Community Event – Lightning Ridge</b>                     | <b>All Councillors and Directors</b>                                    |
| Sat 28 Feb             |                |                                                                         |                                                                         |

**WALGETT SHIRE COUNCIL AGENDA**

**March 2015**

| <b>Date of Meeting</b> | <b>Time</b>    | <b>What</b>                                                             | <b>Who</b>                                                               |
|------------------------|----------------|-------------------------------------------------------------------------|--------------------------------------------------------------------------|
| Sun 1 March            |                |                                                                         |                                                                          |
| Mon 2 March            | <b>10:00am</b> | <b>Auction – CMCC Depot and Plant Coonamble</b>                         | <b>General Manager</b>                                                   |
| Tues 3 March           |                |                                                                         |                                                                          |
| Weds 4 March           |                |                                                                         |                                                                          |
| <b>Thurs 5 March</b>   | <b>9:00am</b>  | <b>Lower Macquarie Water Utilities Alliance Meeting - Nyngan</b>        | <b>General Manager &amp; Act. Director Urban Infrastructure Services</b> |
| Fri 6 March            |                |                                                                         |                                                                          |
| Sat 7 March            |                |                                                                         |                                                                          |
| Sun 8 March            |                |                                                                         |                                                                          |
| Mon 9 March            |                |                                                                         |                                                                          |
| Tues 10 March          |                |                                                                         |                                                                          |
| Weds 11 March          |                |                                                                         |                                                                          |
| Thur 12 March          |                |                                                                         |                                                                          |
| <b>Fri 13 March</b>    | <b>5:30pm</b>  | <b>Welcome to Community Event – Walgett Sporting Club</b>               | <b>All Councillors and Directors</b>                                     |
| Sat 14 March           |                |                                                                         |                                                                          |
| Sun 15 March           |                |                                                                         |                                                                          |
| Mon 16 March           | <b>10:00am</b> | <b>CMCC Meeting - Walgett</b>                                           | <b>General Manager, Cirs Greenaway &amp; Woodcock</b>                    |
| Tues 17 March          |                |                                                                         |                                                                          |
| Weds 18 March          |                |                                                                         |                                                                          |
| Thur 19 March          |                |                                                                         |                                                                          |
| Fri 20 March           |                |                                                                         |                                                                          |
| Sat 21 March           |                |                                                                         |                                                                          |
| Sun 22 March           |                |                                                                         |                                                                          |
| Mon 23 March           |                |                                                                         |                                                                          |
| <b>Tues 24 March</b>   | <b>10:00am</b> | <b>Council Meeting – Lightning Ridge</b>                                | <b>All Councillors and Directors</b>                                     |
| Weds 25 March          |                |                                                                         |                                                                          |
| Thur 26 March          |                |                                                                         |                                                                          |
| Fri 27 March           |                |                                                                         |                                                                          |
| <b>Sat 28 March</b>    | <b>10:00am</b> | <b>Sale of Land for Unpaid/Overdue Rates – Walgett Council Chambers</b> | <b>General Manager</b>                                                   |
| Sun 29 March           |                |                                                                         |                                                                          |
| Mon 30 March           |                |                                                                         |                                                                          |
| Tues 31 March          |                |                                                                         |                                                                          |

**WALGETT SHIRE COUNCIL AGENDA**

**April 2015**

| <b>Date of Meeting</b> | <b>Time</b>    | <b>What</b>                                     | <b>Who</b>                                            |
|------------------------|----------------|-------------------------------------------------|-------------------------------------------------------|
| Weds 1 April           |                |                                                 |                                                       |
| <b>Thurs 2 April</b>   | <b>8:00am</b>  | <b>Special Council Meeting – Council Budget</b> | <b>All Directors and Councillors</b>                  |
| Fri 3 April            |                | <b>Good Friday Public Holiday</b>               |                                                       |
| Sat 4 April            |                |                                                 |                                                       |
| Sun 5 April            |                | <b>Easter Sunday</b>                            |                                                       |
| Mon 6 April            |                | <b>Easter Monday Public Holiday</b>             |                                                       |
| Tues 7 April           |                |                                                 |                                                       |
| Weds 8 April           |                |                                                 |                                                       |
| Thurs 9 April          |                |                                                 |                                                       |
| Fri 10 April           |                |                                                 |                                                       |
| Sat 11 April           |                |                                                 |                                                       |
| Sun 12 April           |                |                                                 |                                                       |
| <b>Mon 13 April</b>    | <b>10:00am</b> | <b>CMCC Meeting – Gilgandra</b>                 | <b>General Manager, Cirs Greenaway &amp; Woodcock</b> |
| Tues 14 April          |                |                                                 |                                                       |
| Weds 15 April          |                |                                                 |                                                       |
| Thurs 16 April         |                |                                                 |                                                       |
| <b>Fri 17 April</b>    | <b>9:00am</b>  | <b>GMAC Meeting – Dubbo</b>                     | <b>General Manager</b>                                |
| Sat 18 April           |                |                                                 |                                                       |
| Sun 19 April           |                |                                                 |                                                       |
| Mon 20 April           |                |                                                 |                                                       |
| Tues 21 April          |                |                                                 |                                                       |
| Weds 22 April          |                |                                                 |                                                       |
| Thurs 23 April         |                |                                                 |                                                       |
| Fri 24 April           |                |                                                 |                                                       |
| Sat 25 April           |                |                                                 |                                                       |
| Sun 26 April           |                |                                                 |                                                       |
| Mon 27 April           |                |                                                 |                                                       |
| <b>Tues 28 April</b>   | <b>10:00am</b> | <b>Council Meeting – Collarenebri</b>           | <b>All Directors and Councillors</b>                  |
| Weds 29 April          |                |                                                 |                                                       |
| Thurs 30 April         |                |                                                 |                                                       |

***LOCAL GOVERNMENT REFORM***

**REPORTING SECTION:** Executive - Governance

**AUTHOR:** Don Ramsland – General Manager

**FILE NUMBER:**

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A supplementary report will be circulated prior to the meeting

***LIGHTNING RIDGE – EASTER CARNIVAL “PIG RACE”  
SPONSORSHIP***

**REPORTING SECTION:** Executive - Governance

**AUTHOR:** Don Ramsland – General Manager

**FILE NUMBER:**

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A supplementary report will be circulated prior to the meeting

***WESTERN DIVISION CONFERENCE - MOTIONS***

**REPORTING SECTION:** Executive - Governance

**AUTHOR:** Don Ramsland – General Manager

**FILE NUMBER:**

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A supplementary report will be circulated prior to the meeting

**MATTERS GENERALLY FOR BRIEF MENTION OR INFORMATION FROM GENERAL MANAGER – FEBRUARY 2015**

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

---

**1. Welcome to the Community functions**

'Welcome to the Community' functions will be held in Collarenebri, Lightning Ridge and Walgett on the following dates;

- Collarenebri Bowling Club – Friday 13 February at 5:30pm
- Lightning Ridge Bowling Club – Friday 27 February at 5:30pm
- Walgett District Sporting Club – Friday 13 March at 5:30pm

These events will run in a similar manner to the events held in 2014 – a promotional campaign will target all newcomers to each of our communities. At the event, newcomers will have the opportunity to meet and talk to existing community members and service providers, and receive a 'goody bag' with relevant information from the respective community. Media releases will be used heavily in the lead up to the functions to maximise attendance. Councillors and Directors are encouraged to attend each of the events.

\$3,500 has been allocated from 11.03763.2250 Marketing & Promotion.

A supplementary report on the below items will be circulated prior to the meeting;

1. Walgett Weir Upgrade
2. Airport Improvement Grants
3. RPT Service – Expressions of Interest
4. Unemployment Initiatives
5. Rural Council Concept
6. Dentist Facility
7. Budget Timeline

**Matters Generally for Brief Mention or Information Only General Manager**

**Recommendation:**

1. That the matters listed for brief mention or information is received, noted and endorsed.

**Moved:**

**Seconded:**

14.2 DIRECTOR CORPORATE SERVICES

**CASH ON HAND & INVESTMENT REPORT – DECEMBER 2014**

**REPORTING SECTION:** Corporate Services  
**AUTHOR:** Shane Roberts – Senior Finance Officer  
**FILE NUMBER:** 09/1460-03

**Summary:**

This report summarises the cash on hand and investments held by Walgett Shire Council as at 31 December 2014.

**Background:**

Walgett Shire Council operates one primary transaction account with the Commonwealth Bank and invests surplus funds to its operational requirements. The level of funds held in the account at any time reflects the outlook in terms of payments to be made in the short term.

**Current Position:**

As at 31 December 2014 the operational bank account's balance was \$760,935.30. The reconciliation of this balance is:

**Operational Account Bank Reconciliation  
 As at 31 December 2014**

|                                                             |                          |
|-------------------------------------------------------------|--------------------------|
| <b>Opening Ledger Account Balance as at 1 December 2014</b> | <b>\$<br/>807,379.65</b> |
| Add: Receipts                                               | 2,801,771.73             |
| Add: Recalled Investments                                   |                          |
| Less: New Investments                                       |                          |
| Less: Payments                                              | (2,897,112.59)           |
| <b>Closing Ledger Balance as at 31 December 2014</b>        | <b>712,038.79</b>        |
| <br>                                                        |                          |
| <b>Balance as per Bank Statement as at 31 December 2014</b> | <b>760,935.30</b>        |
| Add: Receipts not banked                                    | 2,498.17                 |
| Less: Payments not presented                                | (51,394.68)              |
| <b>Closing Balance of Bank Account</b>                      | <b>712,038.79</b>        |

1 Term Deposit was recalled to the value of \$750,000.00.

No new Term Deposits were made.

1 transfer was made from the BOS account to the value of \$500,000.00.

1 transfer was made to the BOS account to the value of \$600,000.00.

**WALGETT SHIRE COUNCIL AGENDA**

As at 31 December 2014 Walgett Shire Council's investment register's balance was \$16,250,000.00. The balance as per the attached investment report comprised:

|                                                    |                 |
|----------------------------------------------------|-----------------|
| Term Deposits                                      | \$16,250,000.00 |
| Floating Rate Collateralized Debt Obligation (CDO) | \$ 0.00         |

The values for the Floating Rate Collateralized Debt Obligation (CDO) are market values at 30 November 2014 and were supplied by the ANZ Group. The CDO's are at a N/A value. Legal proceedings against Lehman Brothers are in progress to reclaim a portion of the value invested.

|                                       |                 |
|---------------------------------------|-----------------|
| Business Online Saver Account Balance | \$ 2,207,034.70 |
|---------------------------------------|-----------------|

**Relevant Reference Documents/Policies:**

|                 |                                                  |
|-----------------|--------------------------------------------------|
| 09/1772-02/0028 | December 2014 bank reconciliation ledger 11.5010 |
| 09/1460-03/0015 | Investments Report To Council 2014/2015          |

**Governance issues:**

Nil

**Environmental issues:**

Nil

**Stakeholders:**

Walgett Shire Council  
Residents of Walgett Shire Council

**Financial Implications:**

As per report

**Alternative Solutions/Options:**

Nil

**Conclusion:**

As at 31 December 2014 Walgett Shire Council's total available cash and invested funds were \$19,169,073.49 represented by:

|                                        |                 |
|----------------------------------------|-----------------|
| Reconciled Operational Account Balance | \$ 712,038.79   |
| Investments                            | \$16,250,000.00 |
| BOS Account                            | \$ 2,207,034.70 |

**Cash On Hand and Investment Report as at 31 December 2014**

**Recommendation:**

1. That the cash on hand and investment report as at 31 December 2014 be received.

**Moved:**

**Seconded:**

| <u>Investment Institution</u>        | <u>Type of Investm</u> | <u>Term</u> | <u>Rate %</u> | <u>Ref</u> | <u>Reset Date</u> | <u>Maturity Date</u> |                |
|--------------------------------------|------------------------|-------------|---------------|------------|-------------------|----------------------|----------------|
| <b>Term Deposits</b>                 |                        |             |               |            |                   |                      |                |
| Suncorp                              | Term Deposit           | 266         | 3.55          | 908/14     |                   | 21-Jan-15            | \$500,000.00   |
| Bank of Queensland                   | Term Deposit           | 273         | 3.67          | 909/14     |                   | 04-Feb-15            | \$500,000.00   |
| Bank of Queensland                   | ELE - Term Dep         | 272         | 3.72          | 913/14     |                   | 18-Feb-15            | \$500,000.00   |
| ING                                  | Term Deposit           | 189         | 3.55          | 922/15     |                   | 14-Jan-15            | \$750,000.00   |
| IMB                                  | Term Deposit           | 187         | 3.50          | 923/15     |                   | 21-Jan-15            | \$500,000.00   |
| Westpac                              | Term Deposit           | 181         | 3.75          | 925/15     |                   | 14-Jan-15            | \$500,000.00   |
| Suncorp                              | Term Deposit           | 174         | 3.45          | 929/15     |                   | 28-Jan-15            | \$1,000,000.00 |
| Bank of Queensland                   | Term Deposit           | 188         | 3.60          | 930/15     |                   | 11-Feb-15            | \$500,000.00   |
| Westpac                              | Term Deposit           | 272         | 3.60          | 931/15     |                   | 06-May-15            | \$500,000.00   |
| National Australia Bank              | Term Deposit           | 202         | 3.65          | 932/15     |                   | 25-Feb-15            | \$500,000.00   |
| National Australia Bank              | Term Deposit           | 203         | 3.65          | 933/15     |                   | 04-Mar-15            | \$500,000.00   |
| Bank of Queensland                   | Term Deposit           | 203         | 3.53          | 934/15     |                   | 11-Mar-15            | \$500,000.00   |
| Credit Union Australia               | Term Deposit           | 203         | 3.15          | 935/15     |                   | 18-Mar-15            | \$500,000.00   |
| ING                                  | Term Deposit           | 203         | 3.55          | 937/15     |                   | 25-Mar-15            | \$500,000.00   |
| Bank of Queensland                   | Term Deposit           | 196         | 3.60          | 939/15     |                   | 01-Apr-15            | \$500,000.00   |
| IMB                                  | Term Deposit           | 140         | 3.40          | 941/15     |                   | 18-Feb-15            | \$500,000.00   |
| Westpac                              | Term Deposit           | 182         | 3.40          | 942/15     |                   | 08-Apr-15            | \$500,000.00   |
| Bankwest                             | Term Deposit           | 84          | 3.40          | 944/15     |                   | 07-Jan-15            | \$500,000.00   |
| IMB                                  | Term Deposit           | 91          | 3.40          | 945/15     |                   | 21-Jan-15            | \$500,000.00   |
| Bankwest                             | Term Deposit           | 91          | 3.40          | 946/15     |                   | 28-Jan-15            | \$1,000,000.00 |
| Bankwest                             | Term Deposit           | 70          | 3.35          | 947/15     |                   | 07-Jan-15            | \$500,000.00   |
| Newcastle Permanent Building Society | Term Deposit           | 91          | 3.51          | 948/15     |                   | 04-Feb-15            | \$500,000.00   |
| National Australia Bank              | Term Deposit           | 89          | 3.51          | 949/15     |                   | 11-Feb-15            | \$500,000.00   |
| National Australia Bank              | Term Deposit           | 98          | 3.51          | 950/15     |                   | 25-Feb-15            | \$500,000.00   |
| IMB                                  | Term Deposit           | 76          | 3.27          | 951/15     |                   | 02-Feb-15            | \$500,000.00   |
| Westpac                              | Term Deposit           | 69          | 3.10          | 952/15     |                   | 28-Jan-15            | \$500,000.00   |
| Suncorp                              | Term Deposit           | 120         | 3.50          | 953/15     |                   | 26-Mar-15            | \$500,000.00   |
| Newcastle Permanent Building Society | Term Deposit           | 92          | 3.35          | 954/15     |                   | 26-Feb-15            | \$500,000.00   |
| Newcastle Permanent Building Society | Term Deposit           | 91          | 3.35          | 955/15     |                   | 11-Mar-15            | \$500,000.00   |
| Newcastle Permanent Building Society | Term Deposit           | 91          | 3.35          | 956/15     |                   | 18-Mar-15            | \$500,000.00   |

\$16,250,000.00

Floating Rates Collateralized Debt Obligations (CDO)  
Morgan Stanley Aces SP

Floating Rate CDO

0.00

20-Jun-15

\$0.00

Note that this is a separate interest bearing account linked with the Main Bank Account  
Investment Report as at 31 December 2014

Term Deposit Ledger Balance  
24 hour Online Bank Account

\$16,250,000.00

\$2,207,034.70

\$18,457,034.70

I hereby certify that the investments shown herein have been invested in accordance with Section 625 of the Local Government Act 1993,  
associated regulations and in accordance with Council's Policies and Procedures.

Signed



Shane Roberts  
Senior Finance Officer

Prepared and Reconciled by Niki Ryan  
Finance Officer



## **CASH ON HAND & INVESTMENT REPORT – JANUARY 2015**

**REPORTING SECTION:** Corporate Services  
**AUTHOR:** Shane Roberts – Senior Finance Officer  
**FILE NUMBER:** 09/1460-03

---

### **Summary:**

This report summarises the cash on hand and investments held by Walgett Shire Council as at 31 January 2015.

### **Background:**

Walgett Shire Council operates one primary transaction account with the Commonwealth Bank and invests surplus funds to its operational requirements. The level of funds held in the account at any time reflects the outlook in terms of payments to be made in the short term.

### **Current Position:**

As at 31 January 2015 the operational bank account's balance was \$1,669,153.37. The reconciliation of this balance is:

#### **Operational Account Bank Reconciliation As at 31 January 2015**

|                                                            |                     |
|------------------------------------------------------------|---------------------|
|                                                            | \$                  |
| <b>Opening Ledger Account Balance as at 1 January 2015</b> | <b>712,038.79</b>   |
| Add: Receipts                                              | 2,641,184.71        |
| Add: Recalled Investments                                  |                     |
| Less: New Investments                                      |                     |
| Less: Payments                                             | (1,697,616.83)      |
| <b>Closing Ledger Balance as at 31 January 2015</b>        | <b>1,655,606.67</b> |
| <br>                                                       |                     |
| <b>Balance as per Bank Statement as at 31 January 2015</b> | <b>1,669,153.37</b> |
| Add: Receipts not banked                                   | 2,801.15            |
| Less: Payments not presented                               | (16,347.85)         |
| <b>Closing Balance of Bank Account</b>                     | <b>1,655,606.67</b> |

1 Term Deposit was recalled to the value of \$500,000.00.

No new Term Deposits were made.

No transfers were made from the BOS account.

No transfers were made to the BOS account.

As at 31 January 2015 Walgett Shire Council's investment register's balance was \$15,750,000.00. The balance as per the attached investment report comprised:

**WALGETT SHIRE COUNCIL AGENDA**

|                                                    |                 |
|----------------------------------------------------|-----------------|
| Term Deposits                                      | \$15,750,000.00 |
| Floating Rate Collateralized Debt Obligation (CDO) | \$ 0.00         |

The values for the Floating Rate Collateralized Debt Obligation (CDO) are market values at 31 December 2014 and were supplied by the ANZ Group. The CDO's are at a N/A value. Legal proceedings against Lehman Brothers are in progress to reclaim a portion of the value invested.

|                                       |                |
|---------------------------------------|----------------|
| Business Online Saver Account Balance | \$2,210,962.53 |
|---------------------------------------|----------------|

**Relevant Reference Documents/Policies:**

|                 |                                                 |
|-----------------|-------------------------------------------------|
| 09/1772-02/0029 | January 2015 bank reconciliation ledger 11.5010 |
| 09/1460-03/0015 | Investments Report To Council 2014/2015         |

**Governance issues:**

Nil

**Environmental issues:**

Nil

**Stakeholders:**

Walgett Shire Council  
Residents of Walgett Shire Council

**Financial Implications:**

As per report

**Alternative Solutions/Options:**

Nil

**Conclusion:**

As at 31 January 2015 Walgett Shire Council's total available cash and invested funds were \$19,616,569.20 represented by:

|                                        |                 |
|----------------------------------------|-----------------|
| Reconciled Operational Account Balance | \$ 1,655,606.67 |
| Investments                            | \$15,750,000.00 |
| BOS Account                            | \$ 2,210,962.53 |

**Cash on Hand and Investment Report as at 31 January 2015**

**Recommendation:**

1. That the cash on hand and investment report as at 31 January 2015 be received.

**Moved:**

**Seconded:**

| <u>Investment Institution</u>        | <u>Type of Investm</u> | <u>Term</u> | <u>Rate %</u> | <u>Ref</u> | <u>Reset Date</u> | <u>Maturity Date</u> |                |
|--------------------------------------|------------------------|-------------|---------------|------------|-------------------|----------------------|----------------|
| <b>Term Deposits</b>                 |                        |             |               |            |                   |                      |                |
| Bank of Queensland                   | Term Deposit           | 273         | 3.67          | 909/14     |                   | 04-Feb-15            | \$500,000.00   |
| Bank of Queensland                   | ELE - Term Dep         | 272         | 3.72          | 913/14     |                   | 18-Feb-15            | \$500,000.00   |
| Bank of Queensland                   | Term Deposit           | 188         | 3.60          | 930/15     |                   | 11-Feb-15            | \$500,000.00   |
| Westpac                              | Term Deposit           | 272         | 3.60          | 931/15     |                   | 06-May-15            | \$500,000.00   |
| National Australia Bank              | Term Deposit           | 202         | 3.65          | 932/15     |                   | 25-Feb-15            | \$500,000.00   |
| National Australia Bank              | Term Deposit           | 203         | 3.65          | 933/15     |                   | 04-Mar-15            | \$500,000.00   |
| Bank of Queensland                   | Term Deposit           | 203         | 3.53          | 934/15     |                   | 11-Mar-15            | \$500,000.00   |
| Credit Union Australia               | Term Deposit           | 203         | 3.15          | 935/15     |                   | 18-Mar-15            | \$500,000.00   |
| ING                                  | Term Deposit           | 203         | 3.55          | 937/15     |                   | 25-Mar-15            | \$500,000.00   |
| Bank of Queensland                   | Term Deposit           | 196         | 3.60          | 939/15     |                   | 01-Apr-15            | \$500,000.00   |
| IMB                                  | Term Deposit           | 140         | 3.40          | 941/15     |                   | 18-Feb-15            | \$500,000.00   |
| Westpac                              | Term Deposit           | 182         | 3.40          | 942/15     |                   | 08-Apr-15            | \$500,000.00   |
| Newcastle Permanent Building Society | Term Deposit           | 91          | 3.51          | 948/15     |                   | 04-Feb-15            | \$500,000.00   |
| National Australia Bank              | Term Deposit           | 89          | 3.51          | 949/15     |                   | 11-Feb-15            | \$500,000.00   |
| National Australia Bank              | Term Deposit           | 98          | 3.51          | 950/15     |                   | 25-Feb-15            | \$500,000.00   |
| IMB                                  | Term Deposit           | 76          | 3.27          | 951/15     |                   | 02-Feb-15            | \$500,000.00   |
| Suncorp                              | Term Deposit           | 120         | 3.50          | 953/15     |                   | 26-Mar-15            | \$500,000.00   |
| Newcastle Permanent Building Society | Term Deposit           | 92          | 3.35          | 954/15     |                   | 26-Feb-15            | \$500,000.00   |
| Newcastle Permanent Building Society | Term Deposit           | 91          | 3.35          | 955/15     |                   | 11-Mar-15            | \$500,000.00   |
| Newcastle Permanent Building Society | Term Deposit           | 91          | 3.35          | 956/15     |                   | 18-Mar-15            | \$500,000.00   |
| Bankwest                             | Term Deposit           | 84          | 3.50          | 957/15     |                   | 01-Apr-15            | \$500,000.00   |
| Bankwest                             | Term Deposit           | 91          | 3.50          | 958/15     |                   | 08-Apr-15            | \$500,000.00   |
| ING                                  | Term Deposit           | 189         | 3.55          | 959/15     |                   | 14-Jan-15            | \$750,000.00   |
| Westpac                              | Term Deposit           | 181         | 3.75          | 960/15     |                   | 14-Jan-15            | \$500,000.00   |
| Suncorp                              | Term Deposit           | 91          | 3.40          | 961/15     |                   | 22-Apr-15            | \$500,000.00   |
| IMB                                  | Term Deposit           | 98          | 3.42          | 962/15     |                   | 29-Apr-15            | \$500,000.00   |
| IMB                                  | Term Deposit           | 84          | 3.40          | 963/15     |                   | 14-Apr-15            | \$500,000.00   |
| Suncorp                              | Term Deposit           | 105         | 3.30          | 964/15     |                   | 13-May-15            | \$1,000,000.00 |
| Bankwest                             | Term Deposit           | 91          | 3.45          | 965/15     |                   | 29-Apr-15            | \$1,000,000.00 |

**\$15,750,000.00**

Floating Rates Collateralized Debt Obligations (CDO)  
Morgan Stanley Aces SP

Floating Rate CDO

0.00

20-Jun-15

\$0.00

\$0.00

Term Deposit Ledger Balance

\$15,750,000.00

24 hour Online Bank Account

\$2,210,962.53

**\$17,960,962.53**

Note that this is a separate interest bearing account linked with the Main Bank Account  
Investment Report as at 31 January 2015

I hereby certify that the investments shown herein have been invested in accordance with Section 625 of the Local Government Act 1993,  
associated regulations and in accordance with Council's Policies and Procedures.

Signed



Shane Roberts  
Senior Finance Officer

Prepared and Reconciled by Niki Ryan  
Finance Officer



## **QUARTERLY OUTSTANDING RATES REPORT – DECEMBER 2014**

**REPORTING SECTION:** Corporate Services  
**AUTHOR:** Jeremy Way – Rates Officer  
**FILE NUMBER:** 12/183

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### **Summary:**

With successive Section 713 sale of land for unpaid rates undertaken and another sale set for 28 March 2015, along with an increased focus in developing debt recovery, the percentage of outstanding rates and charges has continued to improve. This can be demonstrated in the comparative of December 2013 figure being 12.05% when compared to December 2014 being 10.77%.

Council aimed to achieve a benchmark of 10% or lower and this was achieved at 30 June 2014 and this report indicates that gains continue to be made.

### **Background:**

A key performance indicator as part of T-Corp Independent Local Government Review is Council's ability to collect Rates & Charges, as determined by measuring the arrears in relation to the total rates levied (%).

A benchmark for Walgett Shire Council, part of the Group 10 Councils, on average has been 10% or better.

### **Current Position:**

Council has undertaken section 713 sales on an annual basis and will hold another rating sale on 28 March 2015. These sales, along with an increased focus on debt recovery, have improved the percentage of outstanding rates and charges. This is demonstrated in the attached December 2014 quarterly report.

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

Quarterly Report - Outstanding Rates as at 31 December 2014.

### **Governance issues:**

Council must act in the community's best interest to ensure adequate service provision is upheld through measures of improving long term financial sustainability. A key area is to show improvement in rates recovery by reducing the outstanding rates percentage to an acceptable benchmarked value.

### **Environmental issues:**

There are no current or future environmental issues known associated with this matter.

### **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, with a view to aim for the benchmark of 10%.

**Alternative Solutions/Options:**

There are no alternative solutions or options.

**Conclusion:**

This report recommends that Council note the improved outstanding rates percentage and ongoing commitment to improve this key performance indicator.

**Quarterly Outstanding Rates Report – December 2014**

**Recommendation:**

Council note the improved outstanding rates percentage and ongoing commitment to improve this key performance indicator.

**Moved:**

**Seconded:**

**Attachment:**

Quarterly Report - Outstanding Rates as at 31 December 2014

WALGETT SHIRE COUNCIL AGENDA

| <b>Quarterly Report - Outstanding Rates as at 31 December 2014</b> |  |                       |                       |
|--------------------------------------------------------------------|--|-----------------------|-----------------------|
| <b>Report on Rates and Charges - 31 December 2014</b>              |  |                       |                       |
|                                                                    |  | <b>Dec-14</b>         | <b>Dec-13</b>         |
| Arrears from previous year                                         |  | 836,128.94            | 1,339,387.14          |
| <b>Sub Total</b>                                                   |  | <b>836,128.94</b>     | <b>1,339,387.14</b>   |
| <b>Current Year Activity</b>                                       |  |                       |                       |
| Legal fees (Including write off's)                                 |  | 24,068.22             | (2,088.02)            |
| Adjusted Levy                                                      |  | 8,474,577.78          | 8,286,908.60          |
| Interest (Including write off's)                                   |  | 29,099.15             | (13,287.63)           |
| Adjustments (Including Write Off's)                                |  | (8,992.84)            | (71,618.09)           |
| <b>Sub Total</b>                                                   |  | <b>8,518,752.31</b>   | <b>8,199,914.86</b>   |
| <b>Total Arrears and Adjusted Levy</b>                             |  | <b>9,354,881.25</b>   | <b>9,539,302.00</b>   |
| Payments                                                           |  | (5,359,518.12)        | (5,580,917.39)        |
| Pensioner Concessions - Govt                                       |  | (93,616.56)           | (90,386.85)           |
| Pensioner Concessions - Council                                    |  | (76,599.70)           | (73,957.32)           |
| Discount                                                           |  | (91,401.03)           | (87,272.17)           |
| Special Rebate Council                                             |  | (16,003.30)           | 0.00                  |
| <b>Sub Total</b>                                                   |  | <b>(5,637,138.71)</b> | <b>(5,832,533.73)</b> |
| <b>Total Remaining Levy</b>                                        |  | <b>\$3,717,742.54</b> | <b>\$3,706,768.27</b> |
| <b>Dec-14</b>                                                      |  |                       |                       |
|                                                                    |  | <b>Dec-14</b>         | <b>Dec-13</b>         |
| Current                                                            |  | 3,087,166.51          | 2,974,423.14          |
| Arrears                                                            |  | 400,322.38            | 446,503.71            |
| Interest b/f from previous years                                   |  | 84,714.07             | 112,354.46            |
| Current year interest                                              |  | 25,493.11             | 33,019.75             |
| Legals                                                             |  | 120,046.47            | 140,467.21            |
| <b>Total Remaining Levy</b>                                        |  | <b>\$3,717,742.54</b> | <b>\$3,706,768.27</b> |
| <b>Variance</b>                                                    |  | <b>\$0.00</b>         | <b>\$0.00</b>         |
| <b>Total YTD Collected</b>                                         |  |                       |                       |
|                                                                    |  | <b>Dec-14</b>         | <b>Dec-13</b>         |
| Collected YTD % of Levy, Arrears, Interest & Legal Fees            |  | 60.26%                | 61.14%                |
| Collected YTD % of Levy                                            |  | 62.91%                | 68.06%                |
| <b>Arrears Outstanding % of Total Remaining Levy</b>               |  | <b>10.77%</b>         | <b>12.05%</b>         |

## **STOCK TAKE VARIANCE FINANCIAL YEAR 2015**

**REPORTING SECTION:** Corporate Services

**AUTHOR:** Melissa Tooth – Stores Finance Officer

**FILE NUMBER:**

---

### **Summary:**

This report is to advise Council of the outcome of the stores and materials stocktake held on site at the Council stores depot on 11 December 2014. This report provides explanations for discrepancies and recommends that the adjustments to the stores subsidiary ledger be approved.

### **Background:**

The Local Government (General) Regulation 2005 requires Council to take all reasonable measures to ensure that the assets owned, or under control of, the Council are properly accounted for. To assist in the control of Council's Stores and Material's assets, a stock take is undertaken quarterly. Physical counts are performed on all stock items held in the store. The results of the count are then compared to the stock item balances contained in Council's Corporate Database (Authority). If there are any major variances, a physical re-count is usually performed on each item to confirm the original count. Once all counts are completed, a discrepancy report is produced which details the recommended write-off or write-on for the stock take period.

### **Current Position:**

The stock take resulted in a net variance of \$291.16 which is reflective of an overall write-off with approximately 15 stores items being part of their variance. Detail of the variance for this stocktake are Bulk Diesel Fuel which had a net write off value of \$1,741.02, offset by a number of other write on items total \$-1449.86 (per the attached stock take discrepancy report).

Fuel trailer gauges are regularly checked when plant is serviced to maintain their accuracy. The need to increase the accuracy of fuel issues from trailers has been identified. Manual fuel flow meters that are fitted to the mobile tanks have been adjusted to their full capacity through calibration. Research is being conducted by the Plant Superintendent into sourcing fuel flow meters that are tamper proof.

The discrepancy of boxed edge stop signs was the result of stock not being booked back into the store when being returned from jobs.

The write-off value is approximately 0.04% of the total asset value for stores.

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

Local Government (General) Regulation 2005  
Stocktake policy and procedures

**Governance issues:**

Since the appointment of the Stores Finance Officer, the operation of the stores function has improved considerably. The December 2014 stocktake reflects a further improvement in stores operations and the explanations for identified discrepancies as well as actions taken to reduce their future occurrence.

Stocktake policy and procedures are being continually reviewed and it is still proposed to set up and maintain stock control at the Lightning Ridge and Collarenebri Depots. The implementation of stock control at these locations will require alterations to the depots and the allocation of a budget for the work.

**Financial Implications:**

A write off of \$291.16 will be expended in 2014-2015 for the year ending 30 June 2015 as a result of the stock take adjustments.

**Alternative Solutions/Options:**

Council is required to approve the adjustments to the Stores Ledger and subsequent write off of value.

**Conclusion:**

All stocktakes will result in variances across stock items principally as a result of errors and omissions in recording stock receipts and issues. This report is to inform Council of the outcome of the stocktake as at 11 December 2014 and to seek Council approval for the necessary adjustments to be made to the stores ledger.

The report recommends that Council approve the write off of stock to the stores ledger and control account.

| <b>Stock Take Variance Financial Year 2015</b>                                                                                                                                                                                                                                                                                       |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <ol style="list-style-type: none"><li>1. That Council approve the write off of stock with a total value of \$291.16 to the stores ledger and control account and the adjustments to the Stores Ledger as per the schedule of stock items attached.</li></ol> <p><b>Moved:</b><br/><b>Seconded:</b></p> |



**Attachment:**

Stocktake Discrepancy Report

STOCKTAKE DISCREPANCY REPORT

Location 1 Walgett

| Bin Number | Stock Item Description                          | Ord Unit | Quantity On Hand | Transaction Quantity | Count Quantity | -----Discrepancy-----<br>Quantity | Value    |
|------------|-------------------------------------------------|----------|------------------|----------------------|----------------|-----------------------------------|----------|
| C          | 118 Clip Hose No 2                              | EACH     | 19.00            | .00                  | 20.00          | -1.00                             | -1.76    |
| C          | 129 CLIP HOSE NO. 3                             | EA       | 25.00            | .00                  | 26.00          | -1.00                             | -1.87    |
| G          | 3575 Paint Thinners                             | EACH     | 75.40            | .00                  | 75.00          | .40                               | 1.49     |
| H          | 3272 AGGREGATE (Precoated) 7mm                  | TON      | 840.74           | .00                  | 840.00         | .74                               | 51.99    |
| H          | 3276 10mm Precoated Aggregate                   | TON      | 1072.50          | .00                  | 1072.00        | .50                               | 26.43    |
| I 1        | 4026 Delineators 100X25Mm White                 | EACH     | 279.00           | .00                  | 280.00         | -1.00                             | -1.41    |
| M          | 2762 Pipe Pvc - Pressure 50Mm                   | EACH     | 41.50            | .00                  | 42.00          | -.50                              | -3.69    |
| M          | 8780 Pipe Sewer Pvc 100Mm                       | EACH     | 32.00            | .00                  | 30.00          | 2.00                              | 7.10     |
| S          | 8124 Oil Global Top Dog 1040 20ltr              | LTR      | 135.00           | .00                  | 140.00         | -5.00                             | -18.80   |
| U 19       | 3475 Coupling Pvc 25Mm                          | EACH     | 15.00            | .00                  | 14.00          | 1.00                              | .62      |
| W          | 9369 Sign Detour Ahead 48X24                    | EACH     | 13.00            | .00                  | 20.00          | -7.00                             | -453.39  |
| W          | 9880 Sign Boxed Edge Prepare To Stop 1200 x 900 | EACH     | .00              | .00                  | 14.00          | -14.00                            | -1042.60 |
| Y 115      | 6203 Elbow/Nut For Mc 20Mm                      | EACH     | 31.00            | .00                  | 32.00          | -1.00                             | -4.86    |
| Y 47       | 6449 Coupling Straight No1 50Mm                 | EACH     | 17.00            | .00                  | 18.00          | -1.00                             | -9.11    |
|            |                                                 |          |                  |                      |                | Total:                            | -1449.86 |

STOCKTAKE DISCREPANCY REPORT

Location 1 Walgett

| Bin Number | Stock Item Description | Ord Unit | Quantity On Hand | Transaction Quantity | Count Quantity | -----Discrepancy-----<br>Quantity | Value   |
|------------|------------------------|----------|------------------|----------------------|----------------|-----------------------------------|---------|
| S          | 8822 Diesel Bulk       | LITR     | 43125.80         | .00                  | 41734.43       | 1391.37                           | 1741.02 |
|            |                        |          |                  |                      |                | Total:                            | 1741.02 |

## **QUARTERLY BUDGET REVIEW STATEMENT - DECEMBER 2014**

**REPORTING SECTION:** Finance Department  
**AUTHOR:** Brad Pascoe – Finance Manager  
**FILE NUMBER:**

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### **Summary:**

This report is to advise Council of the December 2014 Quarterly Budget Review Statement, outlining Council financial status following the original budget adoption for the 2014/15 fiscal year.

### **Background:**

The Quarterly Budget Review document is a statutory requirement under the Local Government (General) Regulations 2005 (Part 9, Division 3, Section 203) and is an essential aspect of Council's financial management. A budget review is to be prepared and submitted to Council no later than two months after the end of each quarter.

### **Current Position:**

The current position is detailed in the attached Quarter 2 (period ending 31 December 2014) Quarterly Budget Review Statement report.

Key points relating to the budget review affecting Council's forecast end of year result are as follows:

- The budget movement amongst minor funds (Waste, Water & Sewer) is due to increased operational expenditure for a number of items detailed in the report. These values individually are not large amounts however do reflect a more detailed review of operational budgets.
- The budget movement within the general fund reflects increased operational expenditure for salaries and wages in certain areas (following performance appraisals), an increase in general operational expenses including departmental vehicles. In addition there have been a few small specific purpose grants included that require Council to match the level of funds (most often 50/50).

These key items are individually reflected in the attached Quarterly Budget Review Statement with the overall impact being a reduction in Council net operating result (surplus) and an increase in the deficit of net operating result before capital contributions.

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

Local Government (General) Regulation 2005  
Integrated Planning and Reporting Framework  
Quarterly Budget Review Statement December 2014

**Governance issues:**

The Quarterly Budget Review Statement is a key document for Council in monitoring the progress of the Annual Budget and more broadly its achievement of the objectives within the Community Strategic Plan.

**Financial Implications:**

The Quarterly Budget Review details Councils current financial projections for the 2014/15 fiscal year as at the quarter ending 31 December 2014.

**Alternative Solutions/Options:**

N/A

**Conclusion:**

The QBRS as at 31 December 2014 provides council with information relating to status of the budget after six (6) months of operations and will form the basis for consideration of operational requirements in the 2015 / 2016 Draft Budget.

**Quarterly Budget Review Statement – December 2014**

**Recommendation:**

1. That Council note the attached Quarterly Budget Review Statement for 31<sup>st</sup> December 2014 and adopt the adjustments/changes indicated within each fund respectively.

**Moved:**

**Seconded:**

**Attachment:**

December 2014 Quarterly Budget Review Statement (to be provided under separate cover)

## **COLLARENEBRI PRIMITIVE CAMPING GROUND**

**REPORTING SECTION:** Corporate Services  
**AUTHOR:** Cath Hiscox – Property Officer  
**FILE NUMBER:** 12/14

---

### **Summary:**

This report principally relates to the issue of the capacity of the Collarenebri Primitive Camping Ground to cope with the large numbers of campers who frequent the ground during the cooler part of the year. In considering this matter, it is apparent that similar issues relating to the cost of providing these services also applies to the other primitive camping grounds in the Shire. This report recommends that a comprehensive cost benefit analysis be undertaken by the Economic Development Officer on the provision of primitive camping facilities and the role that they play in the overall tourism strategy for the Shire.

### **Background:**

Collarenebri Primitive Camping Ground – Lot 38, DP 752263, Gwydir Highway, Collarenebri was established in 2009. The camping ground has an amenities block consisting of four showers and toilets and two hand basins in both the male and female sections, an RV dump point and eight short term primitive camp sites. The amenities are also used by rugby league and cricket teams during their respective seasons.

### **Current Position:**

The information signs at the camping ground stipulate a maximum of eight caravans are to occupy the camping site at any time and that the maximum length of stay is two nights. This area is currently not policed nor gated, making it difficult to monitor usage or numbers.

In the cooler months there is a consistent flow of tourists in campervans and caravans staying at the camping ground. There can be up to 30 vans present (approx. 60 people) a night with a number of them staying for an extended period of time because of the river, great fishing location and amenities provided free of cost.

In addition to the designated camp sites, campers also use other parts of the reserve in particular the relatively flat area near the river.

The existing septic tanks hold approximately 9000 litres, which is insufficient for the number of people utilising the amenities block and RV dump point, particularly in the winter months. This results in the need for Council to provide additional septic pump out services to avoid blockages and backups in the septic systems.

Council currently meets the cost of septic pump outs at a cost of \$475.00 per service. This is usually required once per month, however during the busier winter months weekly septic pump outs are required. This costs Council approximately \$1,425.00 extra per month or \$7,125.00 per year. It is estimated that an amount of \$40,000 would be required to increase the capacity of the septic system to accommodate the peak demand for campers at the reserve. In addition, Council also incurs the cost of cleaning and servicing the amenities.

### **Issues**

The matter is brought to Council's attention to inform of the capacity issue at Collarenebri and to highlight some of the costs involved in providing free services to campers transiting through the Shire. In addition to the Collarenebri ground, Council also provides similar primitive camping facilities at Burren Junction and Trevallion Park. The facility on the Castlereagh highway opposite 'Stanley' is also serviced by Council with costs met by the RMS.

It is believed that the economic benefit to the community from campers utilising these facilities would be minimal, particularly at Collarenebri and Burren Junction. Whilst Council actively promotes tourism and seeks to increase visitor numbers, the resultant benefit from campers utilising a free stopover and then moving on is unlikely to outweigh the costs incurred by Council in providing these facilities.

To properly consider the matter further, it is believed that additional data and analysis is required. In this regard it is recommended that the Economic Development Officer undertake a cost benefit analysis of the provision of primitive camping facilities and the role that they play in the overall tourism strategy for the Shire.

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

Conditions of approval for the primitive caravan park  
Community Strategic Plan  
Council's current and future budgets.

### **Governance issues:**

The following conditions of approval are imposed on Council under Section 94 of the Local Government Act 1993.

Signage is erected on site setting out the following conditions of use:

- Use designated camp sites only.
- Only one caravan, bus or motorhome is permitted per site.
- Maximum of 12 persons in tents per designated camp site.
- Tents must be kept a minimum of 3 metres apart.
- Unoccupied caravans, campervans and tents are not permitted to remain on site for more than 24 hours.
- Maximum length of stay is two nights.

Persons not complying with the conditions of use may be fined for breaching section 632 of the Local Government Act 1993. Council currently has no established procedures for monitoring the use of any of its primitive camping grounds.

**Environmental issues:**

The large numbers who camp along the river bank has resulted in ground cover being denuded with the potential for further degradation of the area from future rainfall and flooding of the area. There is also the potential for adverse environmental outcomes in the event that there is an overflow of the septic tank.

**Stakeholders:**

Walgett Shire Council  
Walgett Shire Council Residents and visitors to the Walgett Shire

**Financial Implications:**

A cost benefit analysis would quantify the financial implications from an operational expenditure perspective in addition to those related to tourism and the local economy generally.

**Alternative Solutions/Options:**

That the status quo remains in relation to the provision of primitive camping ground facilities.

**Conclusion:**

It is believed that the provision of services such as primitive camping grounds should be considered as part of an overall cost benefit analysis and their role in council's overall tourism strategy. The report recommends that a comprehensive cost benefit analysis be undertaken by the Economic Development Officer on the provision of primitive camping facilities and the role that they play in the overall tourism strategy for the shire.

**Collarenebri Primitive Camping Ground**

**Recommendation:**

1. That a comprehensive cost benefit analysis be undertaken by the Economic Development Officer on the provision of primitive camping facilities and the role that they play in the overall tourism strategy for the Shire.

**Moved:**

**Seconded:**

**Attachment:**

Photos of Collarenebri Primitive Camping Ground.

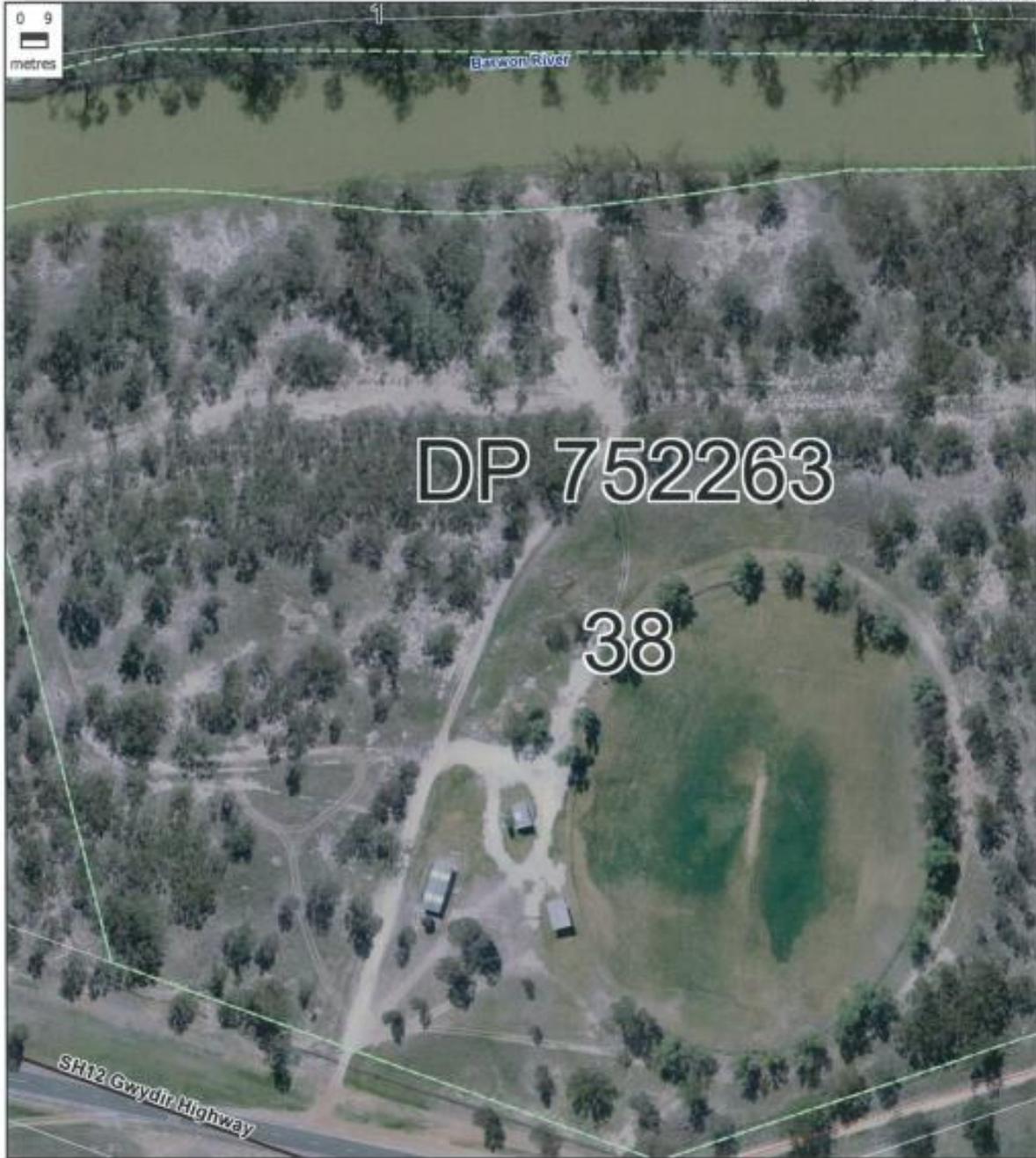


WALGETT SHIRE COUNCIL AGENDA



WALGETT SHIRE COUNCIL AGENDA

Created on Tuesday, 20 January 2015 by Walgett Shire Council



|  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |  |                                                                                                                                                                                                              |                                                                                                                                                                                               |                                        |
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|  | <p><b>Important Notice!</b><br/>                 This map is not a precise survey document. Accurate locations can only be determined by a survey on the ground.<br/>                 This information has been prepared for Council's internal purposes and for no other purpose. No statement is made about the accuracy or suitability of the information for use for any purpose (whether the purpose has been notified to Council or not). While every care is taken to ensure the accuracy of this data, neither the Walgett Council nor the Department of Lands makes any representations or warranties about its accuracy, reliability, completeness or suitability for any particular purpose and disclaims all responsibility and of liability (including without limitation, liability in negligence) for all expenses, losses, damages (including indirect or consequential damage) and costs which you might incur as a result of the data being inaccurate or incomplete in any way and for any reason.<br/>                 © The State of New South Wales (NSW) 2013.<br/>                 © Walgett Shire Council 2014.</p> |  | <p>True North, Grid North and Magnetic North are shown approximately for the centre of the Walgett Local Government Area. Magnetic North is correct for 2011 having fallen by 0.34° in about five years.</p> | <p><b>Aerial Photography:</b></p> <p><b>Projection:</b> MGA94 Zone 55</p> <p><b>Date:</b> Tuesday, 20 January 2015</p> <p><b>Produced By:</b> C. Hickey</p> <p><b>Map Zoom:</b> 0.3198 km</p> | <p><b>Map Scale:</b> 1:1,757 at A4</p> |
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## **COMMUNITY DEVELOPMENT - QUARTERLY REPORT TO COUNCIL OCTOBER 2014 – DECEMBER 2014**

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

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### **Summary:**

During the period October 2014 to December 2014 the Community Services team managed projects relating to community engagement, cultural development and recognition, group capacity building, collaborative events, youth & early childhood initiatives. This report summarises project progress and outcomes of our Community and Youth Development teams, Libraries and Aboriginal Affairs during the period October – December 2014.

### **Background:**

Last quarterly report submitted for the period July – September 2014

### **Current Position:**

During the reporting period Councils Community Services team have initiated and supported projects and are partnering in programs, working with service providers as outlined below.

### **Youth Affairs:**

Youth Services are progressing in line with the Walgett Shire Youth Development Youth Strategy 2009 – 2014. The Youth Development team has recorded sustained outcomes relating to implementation of Vacation Care attendance numbers across the community. Our team has continued successful partnerships with service providers and organisations in delivery of programs targeting development, leadership, early intervention and health and wellbeing initiatives. The recent final outcome of all Youth Centres meeting, passing and in one area exceeding the Australia Standards National Quality Framework for services to and for youth and young people has been a highlight.

### **After School Activities/ Youth Centres:**

All Youth Centres across the Shire are fully operational. After school care continues to be offered from 3.30pm to 6.30pm at Walgett and 3.00pm to 6.00pm at Lightning Ridge and Collarenebri. All programs for this period have included child interest areas directly related to meeting the National Quality Framework and Standards of children's services including sports orientated games, arts and crafts, healthy cooking workshops, Wii games, pool and table tennis competitions, waste to art projects, painting, recycling, environmental initiatives, vegetable gardens and many other diversional activities.

Council's Youth and Community Development Teams continue to support and partner with local services and organisations to deliver engaging programs for the youth and young people of the Shire. All programming is in consultation with the Youth Council.

**Vacation Care Services:**

Attendance numbers of 847 were recorded for the last holiday program and Children's Week. The holiday program was well received with many new faces showing an interest in all communities.

Young people across the Shire engaged in action packed programs aimed at diversion, participatory opportunities and skill enhancement through cultural activities, arts and crafts, sporting initiatives, scavenger hunts, movie nights, health and wellbeing programs.

Vacation Care Programs and all Youth Centre activities have been promoted to all schools and via Council's website.

**YEEPI - Youth Engage, Encourage and Participate Initiative Collarenebri and Lightning Ridge:**

This initiative funded through the Office of Communities continues to record positive outcomes for youth and young people in both Lightning Ridge and Collarenebri. The initiative offers youth input into program development and implementation which during this reporting period included well-being programs, Christmas parties and Blue Reeler movie nights. Other activities young people have undertaken are sporting activities, chill out sessions, dance parties, cook offs, cultural activities and art. Older members support younger members of the community by encouraging participation and engagement through creating opportunities. YEEPI played a key role in value adding to overall projects. 18 events were held through the year with 792 youth and young people participating. The project is meeting milestones as per the funding agreement and is further funded until June 2015.

**National Quality Framework Final National Ratings - Walgett, Lightning Ridge and Collarenebri youth services:**

Walgett Shire Council has recently undertaken the implementation of meeting the *National Quality Framework* requirements of its functioning Youth Centres and Vacation Care services across the Shire. Following extensive work and improvements across a range of areas the (3) three services in Walgett, Lightning Ridge and Collarenebri have all passed certification of meeting / working towards the National Quality of Standards for services to youth and young people.

The final inspections and national ratings have now been endorsed and registered with the Australian Children's Education and Care Quality Authority (ACECQA).

All centres met or a working towards areas as listed below with Collarenebri Youth Centre recording an "Exceeding National Standards" rating in *Area 5 Quality Relationships with Children*.

QA1 Educational program and practice

QA2 Childrens Health and Safety

QA3 Physical Environment

## WALGETT SHIRE COUNCIL AGENDA

- QA4 Staffing arrangements
- QA5 Relationships with children
- QA6 Collaborative partnerships with families and communities
- QA7 Leadership and service management

Quality improvement plans have been updated with both services working hard to continue to offer our youth and young people a high, continuing improving standard of service engagement and support meeting the recommended outcomes of the NQF.

### **Youth Council:**

The last Youth Council meeting of 2014 was conducted in November at Walgett Shire Council Chambers. Once again our young people voiced their concerns regarding issues faced in each community and worked with youth and community staff in developing responses to those issues. Planning for Youth Week has commenced with many interesting ideas put forward.

All young people in attendance expressed their gratitude for Council's ongoing dedication and commitment to addressing issues and working with young people putting in sound structures and programs to actively engage youth and young people in meaningful ways across the shire. Youth Development staff support the Youth Council in working with the young people to build positive relationships in each community. *(Meeting minutes attached)*

### **2014 National Children's Week and Grandparents Day:**

Whole of community engagement is a key element and objective of the National Quality Framework requirements. Our teams promoted and encouraged parents and grandparents to come to the Youth Centres for events in Children's Week and Grandparents Day. All events were well attended with participation numbers recorded during the week long programs across three communities exceeding 320.

### **Christmas celebrations:**

Each community hosted a Christmas gathering with events well received, Walgett and Collarenebri offered pool parties whilst Lightning Ridge hosted a dance party. Numbers for all three events were high, a great way to end an already successful year.

### **Local youth nomination for NSW / ACT Young Achiever Awards:**

The NSW / ACT Young Achiever Awards recognise fantastic young role models within several fields including leadership and innovation, science leadership, community service, arts and fashion, environment and sustainability, indigenous achievement and career achievement.

This year Collarenebri's Michael Graham who is a Council Youth Worker, Youth Council member and founder/lead singer of the Collie Crew Rap Crew has been nominated by Council's Community Services department. Michael continues to mentor young people across the Shire and has assisted many young people in thinking about their choices in relation to health, wellbeing and their future. Michael is currently undertaking a Cert 3 in

Children's Services and works at the Collarenebri Youth Centre. Award finalists will be named in early March 2015.

**Community Sharps Initiative:**

Aligning with Council's concerns in regards to safe sharps collection and disposal, the receipt of grant funding from Western NSW Local Health District & Far West Local Health District Service will allow staff training to be undertaken in early February at Council. Approximately 45 staff will be trained in the program followed by the installation of new sharps collection/disposal bins at identified "hot spots". A broader community awareness campaign will be rolled out during the year by Council's Community and Youth teams.

**2014 NSW Department of Sport and Recreation Forum**

The 14<sup>th</sup> Annual NSW Department of Sport and Recreation - Office of Communities Forum was hosted in Lightning Ridge in October with around 30 delegates from across NSW in attendance. The Forum provided an opportunity for Local Government, sporting organisations and sports sector representatives to meet and share information on projects and initiatives that are related to sport and recreation that may be of interest and/or benefit to other Councils and communities across NSW.

The event, staged at the Bowling Club was officially opened by local Councillors Ian Woodcock and Lawrence Walford with the Lightning Ridge Aboriginal Boys Dance Group displaying their talents to all under the guidance from mentor Lenny Frail. Delegates travelled from all around the State representing Councils from Sydney, Cowra, Bathurst, Orange, Parkes, Dubbo, Cabonne, Coonamble, Gilgandra, Bogan and Gwydir. The staging of the Annual Local Government Forum within the Walgett Shire and in particular Lightning Ridge is a first and provided an excellent opportunity to showcase our Shire and its resources, people and uniqueness to representatives from the Local Government Sector and representatives and delegates from agencies across NSW.

**Duke of Edinburgh Program- facilitated through the Youth Council:**

The Duke of Ed programs have been running in NSW since 1962. Over 12000 participants commence the program each year across NSW. Presently there are 7 youth across the Shire participating in this program as an element of leadership within the Youth Council.

As part of the volunteer section of the program, young people attending the last Youth Council meeting identified the idea of helping out at the markets, being Santa, Santa's elves and offering free gift wrapping.

The seven participants set up the stall at the last Christmas Markets in Walgett for the day. Santa and his elves gave children lolly bags that had been donated for the occasion. The young peoples attendance at the markets was well received by the community with the young people feeling a sense of self-worth and accomplishment at the end of the day.

## **Libraries and services: Walgett**

### *Exhibitions:*

Walgett Library was the venue for the Outback Arts travelling Archie Arts Exhibition. Artworks were displayed in the library during October 2014. A large number of community members visited and enjoyed the exhibition.

### *Patrons:*

Walgett Library continues to attract new families into the library for reading and activities. 16 new members with 19 re-registered giving a total of 350 members.

### *Displays:*

New Books to library and a Halloween display took place as well as a summer reading club display wall and mural and jungle corner portraying 'Adventure'. Remembrance Day and Christmas Displays were also present.

### *Preschool literacy:*

Goonimoo Pre School has visited twice during the school holiday period. These visits are valuable and proven in bringing new families to the library and increasing our borrowing. 46 participated in this program. Bulk borrowing to all preschools takes place each quarter and 30 picture books are delivered every three months to preschools in Walgett.

### *Library Programs and Partnerships*

In partnership with Youth Centre Staff Walgett Library participated in an afternoon of activities for Children's Week in October. Wednesday and Friday afternoons are set for adult programs with local artists helping to assist in workshops.

In partnership with Walgett Community College Primary School one visit from Year 2 with reading and craft activities. These children borrow books from library which are housed in their classroom for recreational reading. 'The Write Road' writing workshop with author Stephanie Dale was held in November 2014 funded by drought relief funds through Amanda Glasson Coonamble.

### *After School and Holiday Groups:*

1281 young people were recorded in attendance at the Walgett Library.

### *Deposit Stations:*

Three visits were completed to deposit stations and Collarenebri for exchange of books. The Carinda Deposit Station has been dismantled due to the shop closing. To continue servicing Carinda community staff are looking for another location to house the book collection.

### *Walgett Street Christmas Party:*

Walgett staff set up an effective display of library services/activities which included givea ways of indigenous story books, Christmas story books, balloons, Bizzy Nippers activity bags and craft activities.

### *Community Input:*

Compliments regarding supply of new and exchanged books. Patrons are thrilled about new collections of DVDs available for borrowing.

**Libraries and services: Lightning Ridge**

The ‘Getting to know your Library’ morning took place on 17 October. Broad discussions were held on services available such as Wi-Fi, Internet and EBooks. Writing workshops, poetry evenings and book club are planned for 2015.

*Pre school literacy and Book Club:*

Books and Babies continue on Friday mornings with 97 in attendance. Sessions include readings, singing nursery rhymes and small craft activities.

*After School Activities:*

After school programs are arranged for Wednesday and Thursdays afternoons, with children engaged in various activities including Halloween mask making, scary stories, creating gifts, Christmas craft, and a colouring competition. Books were given as prizes. Summer Reading Club included activities relating to theme ‘Adventure’.

*Promotions:*

Advertising for the commencement of Story Time for 0-5 for 2015 has started. Borrower of the Month book award given out at the end of each month

*Funding:*

State Library Priority grants received are targeting improved structured signage at the front of the Lightning Ridge Library in order to promote the library with brighter signage visible to patrons and visitors within the community as well as attracting more patronage.

Refurbishment of the frontage area occurred in order to give added space with seating and shaded area giving patrons a larger reading area and added activity space (wet area for craft). Workshop activities in libraries and youth centres have proved to be valuable in teaching children hands on skilled activities. Collarenebri and Lightning Ridge have benefited from these programs.

Adult workshops in Walgett have been well received by seniors. These programs will be continuing in 2015

**Statistics in relation to reporting period October- December 2014**

| <b>Walgett</b>                      | <b>#</b> | <b>Lightning Ridge</b>            | <b>#</b> |
|-------------------------------------|----------|-----------------------------------|----------|
| Current Members                     | 350      | Current Members                   | 469      |
| Number of New Patrons               | 16       | Number of New Patrons             | 15       |
| Members re-registered               | 19       | Members re-registered             | 15       |
| Items Borrowed                      | 1766     | Items Borrowed                    | 1155     |
| Number of Visits                    | 5274     | Number of Visits                  | 1162     |
| Information requests                | 6        | Information requests              | 14       |
| Internet Usage                      | 896      | Internet Usage                    | 465      |
| Babies and Books                    | 32       | Babies & Books                    | 36       |
| After School Programs               | 585      | After School Programs             | 343      |
| WiFi                                | 320      | WiFi                              | 19       |
| Inter Library Loans (ILL)           | 0        | Inter Library Loans( ILL)         | 8        |
| Reservations) (from other branches) | 21       | Reservations(from other branches) | 51       |

**Strengthening Local Government Partnerships.**

Lightning Ridge and Walgett hosted information sharing afternoons with youth workers from Brewarrina. This partnership has been developed to offer our neighboring Council's insight into our successful service delivery of youth and community services and development aligning with capacity building of our communities .This has been followed up with 2 holiday program events held at the Lightning Ridge Youth Centre.

**Community support and programs:**

Consultation, meetings and planning sessions regarding programing and requirements have been implemented in relation to the following events and programs;

- DV White Ribbon marathon support
- DV meetings
- Aboriginal consultative group
- Marra Wallan Corroboree
- Sector strengthening workshop
- CDAT
- School presentation events

**Relevant Reference Documents/Policies**

Walgett Shire Council Community Strategic Plan 2012 – 2022

Walgett Shire Council Aboriginal Community Development and Reconciliation Plan 2007–2010

Walgett Shire Youth Development Youth Strategy 2009 - 2014.

**Governance issues:**

Nil

**Environmental issues:**

Nil

**Stakeholders:**

Walgett Shire community members, organisations and agencies with an interest in the social outcomes of people residing, working in, and visiting, the Walgett Shire.

**Financial Implications:**

Activities conducted in accordance with Council budget.

**Alternative Solutions/Options:**

Not applicable

**Conclusion:**

The Community Development team have progressed projects and programs this quarter in accordance with the Walgett Shire Council Community Strategic Plan 2012 – 2022 , Walgett Shire Council Aboriginal Community Development and Reconciliation Plan 2007 – 2010, Walgett Shire Youth Development Youth Strategy 2009 - 2014

**Community Development Report October – December 2014**

**Recommendation:**

That the report for Community Development for October- December 2014 be received and noted.

**Moved:**

**Seconded:**

**Attachments:**

Walgett Shire Youth Council Minutes – November 2014 Meeting.



## WALGETT SHIRE YOUTH COUNCIL

General Meeting - 27<sup>th</sup> November 2014

**Venue:** Walgett Shire Chambers

**Minute Taker:** Kylie Smith and

**Chaired:** Holly Cooling

**Meeting Opened:** 10:15am

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**Apologies:** Torrey Mack, Tiarna Middleton, Stephen Morgan, Brendan Sweeney, Nick Tedim, Michael Graham, Wendy Suey-Thorne, Willy Adams, Carl Mason,

**Present:**

Cheree Whyte, William West, Steven West, Teresa Murray, Nerina Crawford, Erin Huntley, Hollie Cooling, Tiarnie, Mcbride, Teyte Chown, Piper Stubbs, Kayla Wallace, Judy Scott, Brooke James, Kianni Cobb,

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**Walgett Shire Youth Development:** Janet Mason

**Walgett Youth Development Team:**

**Lightning Ridge Youth Development Team:** Kylie Smith

**Collarenebri Youth Development Team:** Jackie Burke

.....  
**Welcome to country performed by:** Tiarnie McBride

**Welcome to all attendees and Invited Guests by:** Holly Cooling

.....  
**In Coming:** Opportunities for funding grants, unsuccessful grants,

**Outgoing correspondence:** Flyers sent to all schools, contact lists and displayed in each community for previous holiday program/events. Grant funding application Children's Week and Grandparent's Day.

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**Previous minutes**

Previous minutes read by Holly Cooling, passed as a true and accurate indication of previous meeting, passed Cheree Whyte

**Business arising from previous minutes:**

- Visit from Councils Regulatory officer (to explain re-homing program and pet welfare) moved over to next year.
- Programs for each youth centre, part of business with discussions about the value of outside funded programs (YEEPI (Youth Engage Encourage Participate Initiative) and moved over to general business for more discussion.
- Youth Week 2015 moved to general business for more discussion.
- Anti Graffiti and vandalism project: moved to general business.

**General Business.**

- Youth Week 2015 – Planning has started with motions for several requested activities being raised examples of activities include – colour runs, music festival, wacky days, health and well being and job ready workshops plus other diversional activities. **Action** Janet to look at feasibility and costing of activities.
- Australia Day Activities and other community events. - Discussion had about other Shires holding family events. Motioned moved by Tiarnie Mc Bride to ask council about the possibility of the Australia Day awards to include a family fun day as most community events within our Shire for Australia day are in licenced premises and exclude young people. Seconded Erin Huntley Carried.
- Christmas breakup flyers – Approval of activities and flyers. **Action** –Flyers to be distributed.
- Holiday programs -Young people planned and endorsed programs for the upcoming holiday period. **Action** – Flyers to be circulated to all schools and the wider community.
- New young offenders program: Janet spoke about the new drug and alcohol young offenders program and what it entails: – **Action** Janet to contact Sergeant Lisa Jones and invite her to attend a Youth Council meeting.
- Workshops/services – Thiyamar-li, sexual health, mental health, drug and alcohol, **Action** Janet to contact listed services, it was also explained to the young people about the support of youth services and others that would help young people if the need should arise throughout the year and the holiday period. Motion moved by Steven West that all services be approached to attend meetings. Seconded William West.
- Collarenebri Lights Competition – **Action** Jackie and Collarenebri sub group to talk with local services to establish feasibility.
- YEEPI – Issues arising from discussions Lightning Ridge – transport as many live in outlying areas and younger siblings at night time take priority. Heat was also raised as an issue at the youth centre. Some activities that young people would like to see are as follows: pool nights, art, Wi-Fi, sleep overs, movie nights, tennis, pamper nights. Collarenebri young people have been directing the activities, including cooking, sporting activities, movie nights and general chill nights.
- Amanda Cheal PCYC – Amanda Cheal explained her new role with PCYC and proposed starting date.
- Anti Graffiti/Vandalism program – All young people attending agreed that they need to be more proactive in dissuading others seen performing acts in the community. All agreed that early next year a program run through the schools in our area, with Youth Council members helping with the presentations if this was allowable. Motion moved by Erin Huntley, seconded Cheree Whyte.
- Park at Grawin raised – **Action** Moved to meeting at a later date in 2015.
- Computers/Wi-Fi Collarenebri and Lightning Ridge discussion – **Action** Young people to develop a letter to Birrang Enterprise asking the feasibility of this happening in Collarenebri and Lightning Ridge.
- Christmas Markets- questions regarding the possibility of doing Santa photos and gift wrapping for the community as part of the Duke of Ed program for volunteer hours, donations if any to be given to a charity to help others.- **Action** Janet to make enquiries. eight Duke of Ed participants organising props and costumes.

**Arising Issues**

- Needle clean up whose responsibility? – Young people have raised issues with Needle and drug paraphernalia near the shed at the Golf course in Collarenebri, and wanted to know who is responsible for the removal – **Action** Janet to talk with George McCormick for confirmation of responsibility.

Special Acknowledgement and congratulations was expressed for our year 12 Youth Council participants on the completion of their HSC for 2014.

**Round up from all communities.**

**Kylie Smith, Jackie Burke** (filling in for Bernadette)

Team Leaders gave a brief overview of programs and daily goings on at their youth centres.

**Youth Council Chair person:** Thanked all for their attendance.

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**Meeting closed 1:35 -      Next Meeting AGM February 2015**

## **COMMUNITY ASSISTANCE SCHEME ROUND 2 2014-2015**

**REPORTING SECTION:** Corporate Services  
**AUTHOR:** Rebecca Jones – Administration Services Officer  
**FILE NUMBER:** 12/14

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### **Summary:**

This report relates to applications for financial assistance through the Community Assistance Scheme 2014/2015. This is the second round of requests for financial assistance for the 2014/2015 financial year with five (5) organisations being recommended to receive financial assistance totalling \$4,7000.

### **Background:**

Applications were invited from community organisations for financial assistance under the Community Assistance Scheme. The scheme was advertised Shire wide, with applications closing 31 January 2015.

Applicants must be non-profit organisations and based in, or affiliated with, Walgett Shire. The maximum amount per project is \$3,000 and is limited to one donation per organisation per year. The Council reserves the right to part fund applications. The Community Assistance Scheme objectives are to:

- Support charities and community projects, events and activities which occur within the Walgett Shire area, and are a benefit to the community;
- Foster or support new services, initiatives and resources within the Shire;
- Improve awareness and use of community services and resources within the Shire;
- Encourage increased participation in local community events within the Shire.

### **Current Position:**

An amount of \$10,000 was provided in the 2014/2015 budget, to fund eligible applications for donations under Section 356 of the Local Government Act 1993. A total of six (6) Community organisations have submitted applications to be considered for funding in the second round of the 2014/2015 Community Assistance Scheme. Five (5) organisations have been recommended for funding, totalling \$4,700. All eligible applicants have been recommended for part funding with the exception of The Ridge Community Resource Centre Inc which has been recommended for the full amount of the project amount of \$700. The Walgett Little Athletics Club application is ineligible for funding as they received funding in Round 1 2014/15. Details of the applicants received and recommendations for funding are provided in the attached schedule.

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

WSC Procedures – AFM – Requests for Assistance  
Section 356 Local Government Act 1993  
Local Government (General) Regulation 2005

### **Governance issues:**

Council is able to grant financial assistance to community organisations in accordance with Section 356 of the Local Government Act 1993.

## WALGETT SHIRE COUNCIL AGENDA

### Environmental issues:

No environmental issues have been identified in relation to this matter.

### Stakeholders:

Walgett Shire Council and Walgett Shire Community, Community organisation applicants

### Financial Implications:

A total of \$10,000 is budgeted for the Community Assistance Scheme in 2014/2015. Round two applications totalling \$4,700 have been recommended for Council approval. Approval of all applications as recommended will fully expend the budget for 2014/2015.

### Alternative Solutions/Options:

That Council resolve to approve or disapprove applications on a different basis to that recommended.

### Conclusion:

The report recommends that funding be provided to five (5) applicants as per the table below.

#### Community Assistance Scheme Donations – Round 2 2014/2015 Applications

##### Recommendation:

1. That the applicants be granted financial assistance for the recommended amount (as detailed below) subject to any conditions under Section 356 of the Local Government Act 1993 for the second round of 2014/2015.

| Organisation                            | Project                                                                                                                                                           | Recommended Amount |
|-----------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|
| Lightning Ridge Community Radio Inc     | Replace the CD player for broadcasting purposes.<br>Denon DN 500C                                                                                                 | \$700.00           |
| Burren Junction Fishing Club            | Intensive swimming program for children up to 5 years old. Teaching survival and swimming skills.                                                                 | \$1,000.00         |
| The Ridge Community Resource Centre Inc | Volunteers Picnic Day, supported by the LR VIC.<br>Providing an updated Volunteers Induction Kit and information regarding volunteer programs in Lightning Ridge. | \$700.00           |
| Carinda & District Race Club            | Hire of men's and ladies toilets for the annual race day, so there are adequate toilet facilities for patrons.                                                    | \$1,800.00         |
| Lightning Ridge Pony Club               | Prize money for the bull riding competition to be held on Easter Friday 2015                                                                                      | \$500.00           |
| Walgett Little Athletics Club           | Purchase t-shirts for participation & competition in Zone Regional Championships and provide ongoing specialised coaching                                         | \$0.00             |

**Moved:**

**Seconded:**

| Organisation                            | Project                                                                                                                                                        | Cost of Project/Activity | Amount Requested | Previous Funding | Recommended Amount | Program / Activity Outcomes                                                | Additional Notes                                                                                                                                          |
|-----------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|------------------|------------------|--------------------|----------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------|
| Lightning Ridge Community Radio Inc     | Replace the CD player for broadcasting purposes. Denon DN 500C                                                                                                 | \$793.45                 | \$793.00         | Yes              | <b>\$700.00</b>    | New equipment for radio broadcasting purposes                              | Community radio, broadcasting community services, news, weather, road reports and events                                                                  |
| Burren Junction Fishing Club            | Intensive swimming program for children up to 5 years old. Teaching survival and swimming skills.                                                              | \$2,000.00               | \$2,000.00       | No               | <b>\$1,000.00</b>  | Local children given the opportunity to learn swimming and survival skills | Supporting community events, fundraising for various community projects and education on freshwater fishing                                               |
| The Ridge Community Resource Centre Inc | Volunteers Picnic Day, supported by the LR VIC. Providing an updated Volunteers Induction Kit and information regarding volunteer programs in Lightning Ridge. | \$1,688.00               | \$700.00         | No               | <b>\$700.00</b>    | Enhanced support and encouragement for volunteering in Lightning Ridge     | Facilitating the Lightning Ridge Interagency, networking with other services and supporting community projects in co-operation with other local services. |
| Carinda & District Race Club            | Hire of men's and ladies toilets for the annual race day, so there are adequate toilet facilities for patrons.                                                 | \$2,900.00               | \$2,900.00       | Yes              | <b>\$1,800.00</b>  | Annual social/sporting event for Carinda and District                      | Carinda and District Race Club conducts annual thoroughbred race meeting at Carinda and provide social event for the Walgett Shire                        |
| Lightning Ridge Pony Club               | Prize money for the bull riding competition to be held on Easter Friday 2015                                                                                   | \$1,000.00               | \$1,000.00       | No               | <b>\$500.00</b>    | Successful community event, supporting and promoting local businesses      | Community Assistance Scheme Application forms not completed. Request for donation, in letter form only.                                                   |
| Walgett Little Athletics Club           | Purchase t-shirts for participation & competition in Zone Regional Championships and provide ongoing specialised coaching                                      | \$4,200.00               | \$3,000.00       | Yes              | <b>\$0.00</b>      | Uniforms supplied and coaching programs implemented.                       | Not eligible for Round 2 as received funding in the first round of 2014/2015, in the sum of \$600.00                                                      |

**Totals** **\$10,393.00**  
 ANNUAL BUDGET **\$4,700.00**  
 Allocated in Round 1 \$10,000.00  
 Miscellaneous Donations \$3,350.00  
 Balance available Round 2 \$1,950.00  
**\$4,700.00**

| Community Assistance Scheme     |                   |                     |
|---------------------------------|-------------------|---------------------|
| Organisation                    | Amount            | Funding Source      |
| Walgett Little Athletics        | \$600.00          | Round 1 2014/15 CAS |
| Barwon District Anglican Church | \$500             | Round 1 2014/15 CAS |
| Grawin Glengarry Mens Shed      | \$1,000.00        | Round 1 2014/15 CAS |
| Carinda Diggers Hall            | \$750.00          | Round 1 2014/15 CAS |
| Lightning Ridge - Goodooga CWA  | \$500.00          | Round 1 2014/15 CAS |
| <b>TOTAL</b>                    | <b>\$3,350.00</b> |                     |

| MISCELLANEOUS DONATIONS      |                   |                   |                                                |
|------------------------------|-------------------|-------------------|------------------------------------------------|
| Organisation                 | Amount            | Funding Source    | Notes                                          |
| Isolated Childrens Parents   | \$250.00          | Round 2 2012/2013 | Late invoice from previous funding             |
| Walgett CWA                  | \$500             | Council           | Senior Citizens Luncheon                       |
| Lightning Ridge Bowling Club | \$1,000.00        | Council           | Black Opal Classic Sponsorship                 |
| The Big Red Run              | \$200.00          | Council           | Sponsorship funding raisier to to organisation |
| <b>TOTAL</b>                 | <b>\$1,950.00</b> |                   |                                                |

|                    |     |           |
|--------------------|-----|-----------|
| CAS Budget 2014/15 | -\$ | 10,000.00 |
| Round 1 2014/2015  | \$  | 3,350.00  |
| Misc. Donations    | \$  | 1,950.00  |
| Round 2 2014/2015  | \$  | 4,700.00  |
| Balance            | \$  | -         |

# **WALGETT FREEDOM RIDE 50<sup>TH</sup> ANNIVERSARY COMMUNITY EVENT.**

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

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## **Summary:**

This report is to inform Council of the program of events and seeks Council's support of the Freedom Ride 50<sup>th</sup> Year Anniversary event and celebration to take place in Walgett on 19 February 2015. This report recommends that the Council record its recognition of and support for the event, and that the Mayor provide an address to the forum to be held at the RSL hall.

## **Background:**

In February 1965 a group of University of Sydney students (Student Action for Aborigines - SAFA) organised a bus tour of western and coastal New South Wales towns where significant Aboriginal populations resided. The students planned to draw public attention to the poor state of Aboriginal health, education and housing. They hoped to point out and help to lessen the socially discriminatory barriers which existed between Aboriginal and Non-Aboriginal residents. They also wished to encourage and support Aboriginal people themselves to assert their rightful status in society as equal citizens.

The Freedom Ride, as it became known, included visits to Walgett, Gulargambone, Kempsey, Bowraville and Moree. Students were shocked at the living conditions and discriminatory practices which Aboriginal people were subjected to. Examples of discriminatory practices included being refused access to the RSL in Walgett, the swimming pool and some business establishments. They not only challenged these practices, but ensured that the issues and conditions that they highlighted were given extensive coverage on radio and television news broadcasts.

## **Current Position:**

Sydney University, in conjunction with Walgett Aboriginal Land Council, are staging a community event in Walgett on Thursday 19 February 2015 to recognise and celebrate the 50<sup>th</sup> anniversary of the Freedom Riders. It will commence with a march from Apex Park down Fox Street to the Walgett RSL and conclude with a community concert at the Walgett No. 1 Sporting Oval. Sydney University are supplying and funding a community BBQ, with live entertainment by Paul Kelly and Troy Cassar -Daley, supported by local artists and a dance group from 6pm-7.30pm. The University of Sydney and local Aboriginal organisers have requested that the Mayor deliver an address to the forum at the RSL Hall following the march.

Logistical meetings with Walgett Police, Local Aboriginal Lands Council and Walgett Shire Council representatives have been held to ensure that the required plans are in place and all stakeholders are aware of their respective roles and responsibilities to deliver a successful community event. Further community service provider meetings will be held prior to the event.

## WALGETT SHIRE COUNCIL AGENDA

Council are supporting the event through the youth and community services staff assisting with the community BBQ and cultural activities at the No. 1 Oval between 4 – 8pm on Thursday 19 February 2015. Council will assist with cleaning after the event with costs to be met from the Aboriginal Programs budget. This event will have security, event marshals and have NSW Police present. This is an alcohol free event with all community members invited to join in the celebrations

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

Walgett Shire Aboriginal Reconciliation Plan  
Walgett Shire Council Community Strategic Plan 2012-2022  
University of Sydney letter dated 3 February 2015

### **Governance issues:**

A Traffic Control Plan has been submitted to Council on behalf of the Walgett Aboriginal Land Council. During the hours of 1pm-3pm on Thursday 19<sup>TH</sup> February, all of Fox Street between the Apex Park area to Walgett RSL will be closed to traffic. Business houses will be personally informed of the closure on two separate occasions before event.

### **Environmental issues:**

Due to the concert starting at 5pm and finishing at 7.30pm (which will still be before darkness) minimal disturbance regarding noise to residents is envisaged.

### **Stakeholders:**

Walgett Shire Residents  
University of Sydney  
Walgett Shire Council  
Walgett Aboriginal Lands Council

### **Financial Implications:**

Potential cost to Council will be minimal with any costs incurred to be funded from the Aboriginal Programs budget.

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

Given the historic nature of the event and its relevance to Walgett Shire, it is believed that Council's involvement in and support for the Freedom Ride 50<sup>th</sup> Anniversary event is appropriate.

### **Conclusion:**

Council's role in the event has to date been to assist with logistics and planning at the local level. The event recognises a significant chapter in the history of Aboriginal rights and interests and the report recommends that the Council record its recognition of and support for the event and that the Mayor provide an address to the forum to be held at the RSL hall.

**Walgett Freedom Rides 50<sup>th</sup> Anniversary**

**Recommendation:**

1. That Council record its recognition of and support for the event;
2. That the Mayor provide an address to the forum to be held in the RSL Hall.

**Moved:**

**Seconded:**

**Attachment:**

Letter from University of Sydney dated 3 February 2015



George McCormick  
 Manager Community Development  
 Walgett Shire Council  
 Walgett  
 NSW  
 2832

## Freedom Ride 50<sup>th</sup> Anniversary

Dear George

Following discussions with the Aboriginal Local Council in Walgett we are very pleased to be involved in celebrating and recreating the freedom ride from 1965. Below is some further information about the event and the involvement from the University of Sydney.

### 1. Background

In February 1965, students from the University of Sydney set off on a bus trip across several NSW country towns on a fact finding mission into the status and living conditions of Aboriginal people. The Freedom Ride led by Charles Perkins and the Student Action for Aborigines group (SAFA) was inspired by the 1961 Freedom Riders of the American Civil Rights Movement. It was a significant event in the history of civil rights for Indigenous Australians, particularly in NSW. It brought the plight of Aboriginal Australians into the national conscience for the first time and played a significant role in contributing to a 'yes' vote in the historic 1967 referendum.

The University of Sydney is proud of its involvement in this moment in Australian history. The University is therefore committed to celebrating the 50th anniversary as a hallmark event in 2015, to commemorate and celebrate the past, present and future.

The University is engaged with the NSW Aboriginal Land Council across its extensive network, in order to work with communities in a respectful and productive way to ensure appropriate events that work for communities and ensure the widest possible promotion for the anniversary.

### 2. Event Overview

The events will aim to create intellectual and public engagement within the University, NSW communities and across the nation, creating greater awareness of important aspects of Indigenous affairs. The University is in a unique position to provide strategic leadership in partnership with Aboriginal communities, to encourage meaningful conversations and inform the wider community.

The event program is comprised of three main elements:

|          |                                                                                                                                                                                                                                                                                                             |
|----------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>1</b> | <b>13<sup>th</sup> February 2015</b><br>Commemorative Reunion Lunch including a plaque unveiling at University of Sydney, with original Freedom Riders, staff, students and Aboriginal community representatives.                                                                                           |
| <b>2</b> | <b>18- 21<sup>st</sup> February 2015</b><br>Recreation Bus Tour with staff, students and original Freedom Riders of four major towns on the original tour with celebratory concert featuring Troy Cassar-Daley, Paul Kelly and associated community events in Dubbo, Walgett, Moree and Bowraville/Kempsey. |
| <b>3</b> | <b>20<sup>th</sup> March 2015</b><br>Theatrical concert at the University of Sydney to bring the community together in celebrating the original Freedom Ride of 1965.                                                                                                                                       |

## WALGETT SHIRE COUNCIL AGENDA

Freedom Ride 2015

### 3. Walgett

The University has worked closely with Anne Dennis to put together a concert along with other events throughout the day to celebrate this historical event.

A draft run sheet for the event is below – this also shows who is responsible for which components.

| Time (approx) | Activity                                                                                                                                                                                                                                       | Location                                                                   | Responsible                    |
|---------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------|--------------------------------|
| Approx 11am   | Bump in all production for Troy Casser Daley & Paul Kelly                                                                                                                                                                                      | No 1 Oval                                                                  | Kathleen - UoS                 |
| 1pm           | Freedom Ride bus arrives from Dubbo                                                                                                                                                                                                            | Walgett Swimming pool                                                      | Kathleen - UoS                 |
| 1.30pm        | Community March                                                                                                                                                                                                                                | Beginning at Walgett swimming pool down Fox Street to the Walgett RSL Hall | Anne – ALC<br>George - WSC     |
| 2pm           | Welcome to Country by Iris Hall                                                                                                                                                                                                                | Walgett RSL Hall                                                           | Anne - ALC                     |
| 2.15pm        | Potential address from the Perkins family re Charles Perkins' legacy and Professor Shane Houston on behalf of UoS                                                                                                                              | Walgett RSL Hall                                                           | Anne – ALC<br>Kathleen - UoS   |
| 2.30pm        | Community Forum/Q&A session involving original Freedom Riders and local community                                                                                                                                                              | Walgett RSL Hall                                                           | Anne – ALC<br>Kathleen - UoS   |
| 2:30pm        | Walgett school student activities - games in Gray park - TBC                                                                                                                                                                                   | Gray Park                                                                  | Anne – ALC<br>George – WSC     |
| 3.30pm        | Potential for a skit to be produced for audience – involving community members and students                                                                                                                                                    | Walgett RSL Hall                                                           | Anne – ALC                     |
| 4pm           | Walk to Number 1 Sports Oval where a range of activities will take place including community organization info stalls – cultural activities – UoS student workshops - jumping castle face painting etc<br><br>Bump in Complete for staging etc | Number 1 Sports Oval                                                       | Anne – ALC<br>George - WSC     |
| 5.00pm        | Community BBQ commences                                                                                                                                                                                                                        | Number 1 Sports Oval                                                       | Kathleen – UoS<br>George – WSC |
| 5.30pm        | Community concert: Troy Cassar Daley – Paul Kelly – Potential for local community musicians to join in                                                                                                                                         | Number 1 Sports Oval                                                       | Kathleen – UoS<br>George - WSC |
| Approx. 8pm   | Finish/Pack up                                                                                                                                                                                                                                 |                                                                            | Kathleen – UoS<br>George – WSC |

**Please note that this is still a working run sheet and may vary slightly**

### 4. Walgett Shire Council

Where possible the University of Sydney would like to request any assistance from the Walgett Shire Council, ALC and Local Police to ensure that this event is a success and that we have followed correct protocol.

The University of Sydney will book security and ensure a full brief is given on the day in the presence of Rod Shoesmith.

We hope that the council can assist with the following:

- Booking staff to man the BBQ
- Assisting with clean up after the event
- Assisting with production requirements on No 1 Sports Oval including power etc
- Assisting in communication with local police
- Assisting in communication with local ambulance service

#### **5. Conclusion**

We very much look forward to bringing this event to Walgett and look forward to working with all the local council, police, ambulance and suppliers of Walgett.

The University of Sydney are here to help the people of Walgett celebrate this monumental occasion (especially in Walgett) and are happy to work closely with you and the services to ensure a safe and successful event.

If you require any further details please do not hesitate to contact me.

Kindest Regards

Kathleen Dalziel  
Event Coordinator  
The University of Sydney  
T +61 2 9036 6225| M +61 416 066 119  
E [kathleen.dalziel@sydney.edu.au](mailto:kathleen.dalziel@sydney.edu.au) | W <http://sydney.edu.au>

**MATTERS GENERALLY FOR BRIEF MENTION OR INFORMATION ONLY FROM DIRECTOR CORPORATE SERVICES – FEBRUARY 2015**

**REPORTING SECTION:** Corporate Services  
**AUTHOR:** Stephen Holland – Director Corporate Services  
**FILE NUMBER:** 12/14

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**Carinda Hall:**

The following repairs to the Carinda Hall have been completed by builder Bruce Cleaver at a cost of \$19,495;

- Restumped several stumps where the building had sunk..
- Aligned and renewed outside wall.
- Replaced guttering and downpipes and connected to water tank.
- Cement path to stop water going under the building.
- Hand rails at each door.

The work has been undertaken to a high standard as evidenced by the attached photos.

**Grant Applications:**

The outcome of the following grant applications is provided for council's information;

Community Building Partnerships Grant 2014/2015 – Grant Park Toilet Block – Unsuccessful (total project amount was \$74,466 50/50 funding). The total cost of this project has been included as a budget amendment in the December 2014 QBRS.

Public Reserves Management Fund Program 2014/2015 – Upgrade Spider Brown Oval – Unsuccessful (total project amount was \$54,900 50/50 funding).

ClubGRANTS Category 3 2014/2015 – Burren Junction Hall Restoration – Unsuccessful (EOI) (Total project \$411,000).

|                                                                                                                 |
|-----------------------------------------------------------------------------------------------------------------|
| <b>Matters Generally for Brief Mention or Information Only from Director Corporate Services – February 2015</b> |
|-----------------------------------------------------------------------------------------------------------------|

**Recommendation:**

That the information be noted.

**Moved:**

**Seconded:**

**Attachments:**

Photos of the Carinda Hall.

WALGETT SHIRE COUNCIL AGENDA



WALGETT SHIRE COUNCIL AGENDA



### 14.3 DIRECTOR PLANNING & REGULATORY SERVICES

#### **LOCAL HERITAGE FUND GRANT RECOMMENDATION**

**REPORTING SECTION:** Planning and Regulatory Services  
**AUTHOR:** Ray Christison, Heritage Advisor & Matthew Goodwin, Director  
Planning and Regulatory Services  
**FILE NUMBER:** 14/185-02

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#### **Summary:**

Council's Heritage Advisor has provided a recommendation that the residual local heritage fund budget be allocated to maintenance works on the Burren Junction School of the Arts Hall.

#### **Background:**

At a meeting held on 28 October 2014 Council resolved to offer five grants from the Walgett Shire Council Local Heritage Fund totalling \$9,533 to private landholders.

Council has budgeted \$18,000 for heritage projects for 2014-2015. This leaves a residual amount of \$8,467 which is not yet been allocated to a local heritage project identified by Council's Heritage Advisor.

#### **Current position:**

After considering an application for local heritage grant funding prepared by Council's Assets staff, Council's Heritage Advisor, Ray Christison of High Ground Consulting, has provided recommendations that Council (see Attachment A):

- Allocate \$8,467.00 from the Local Heritage Fund to works on the Burren Junction School of Arts.
- Arrange discussions between the Heritage Advisor and any trades involved to ensure work is done to relevant standards.
- If any other Local Heritage Fund project fails the remaining amount should be allocated to the Burren Junction School of Arts.

#### **Relevant Reference Documents:**

Report of the Community Based Heritage Study of Walgett Shire, April 2008.  
Heritage schedule in the Walgett Local Environmental Plan 2013.

#### **Governance issues:**

Section 8 of the Local Government Act 1993 establishes Council's charter, which includes:

- \* to exercise community leadership
- \* to properly manage, develop, protect, restore, enhance and conserve the environment of the area for which it is responsible, in a manner that is consistent with and promotes the principles of ecologically sustainable development
- \* to have regard to the long term and cumulative effects of its decisions
- \* to engage in long-term strategic planning on behalf of the local community

**WALGETT SHIRE COUNCIL AGENDA**

- \* to exercise its functions in a manner that is consistent with and promotes social justice principles of equity, access, participation and rights

**Environmental issues:**

Grants from the Local Heritage Fund are one of the most significant methods by which Council facilitates the retention and conservation of local heritage items.

**Stakeholders:**

Public, affected land owners, Walgett Shire.

**Financial implications:**

Council has established a \$18,000 budget for 2014-2015 expenditure associated with the operation of the local heritage fund. A grant of up to \$3,500 will be available from DoPE if Council complies with the terms of the grant offer.

If Council adopts the recommendation below, then the whole local heritage fund budget will have been allocated for 2014-2015.

**Alternative solutions/options:**

Not disperse the remaining money:- Council could decline to disperse the remaining money. This has not been recommended because that course of action is inconsistent with the Heritage Advisors recommendation and the hall requires significant maintenance work.

**Conclusion:**

Local Heritage Fund grants are an important mechanism for Council to facilitate the maintenance of local heritage items by landowners.

| <b>Grants from the Walgett Shire Local Heritage Fund</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <p><b>That Walgett Shire Council resolve to:</b></p> <ol style="list-style-type: none"><li>1. Allocate \$8,467 from the Walgett Shire Council Local Heritage Fund 2014-2015 to maintenance works on the Burren Junction School of the Arts hall.</li><li>2. Request that the General Manager arrange discussions between Council's Heritage Advisor and any tradespeople involved to ensure that work is done to relevant standards.</li><li>3. If any other Local Heritage Fund project fails, then the remaining amount shall be allocated to the Burren Junction School of the Arts hall.</li></ol> <p><b>Moved:</b><br/><b>Seconded:</b></p> |

**Attachment:**

Recommendation letter from Ray Christisson



Hammusk Pty Ltd  
116 Hassans Walls Road  
LITHGOW NSW 2790

ABN: 67 070 055 319  
(02) 6353 1812  
0419 438 609

[highground@swiftdsl.com.au](mailto:highground@swiftdsl.com.au)

---

General Manager  
Walgett Shire Council  
PO Box 31  
WALGETT NSW 2832

Attn: Andrew Wilson

Dear Andrew,

### **Burren Junction School of Arts – application for Local Heritage Fund**

I refer the application for assistance with works submitted under the Local Heritage Fund in relation to the Burren Junction School of Arts. When considering applications for funding submitted for 2014-2015 Council resolved to allocate a residual amount of \$8,467.00 for remedial works on the Burren Junction School of Arts. I recommend that, in the first instance, Council allocate these funds as indicated and that any other amounts outstanding be allocated to works on the School of Arts.

Any works undertaken must be subject to inspection and approval by myself as Heritage Advisor. I would also like to discuss these works with persons involved prior to commencement.

#### **Recommendations**

The following actions are recommended:

- Allocate \$8,467.00 from the Local Heritage Fund to works on the Burren Junction School of Arts.
- Arrange discussions between the Heritage Advisor and any trades involved to ensure work is done to relevant standards.
- If any other Local Heritage Fund project fails the remaining amount should be allocated to the Burren Junction School of Arts.

Please contact me do discuss any relevant issues.

Yours faithfully

A handwritten signature in black ink, appearing to read "Ray Christison", with a long horizontal line extending to the right.

Ray Christison  
Heritage Advisor  
9 December 2014

## **REVIEW OF DEVELOPMENT DETERMINATION 2014/002**

**REPORTING SECTION:** Planning and Regulatory Services  
**AUTHOR:** Director Planning & Regulatory Services, Matthew Goodwin  
**FILE NUMBER:** DA2014/002

---

### **Summary:**

An application for a Review of a Development Determination has been received from Wendy Azevedo for Development Consent 2014/002. It is recommended that Council request the applicant's co-operation in complying with the conditions of consent.

### **Background:**

This report has been included in the closed portion of the Council meeting in accordance with sub-section 10A(2)(a) of the Local Government Act 1993 because the review application raises personnel matters concerning particular staff of Council.

Development Application 2014/002 in the name of Kathryn Byrne for a "*Change of use: retail premises to food and drink premises (coffee bar & gift shop)*" was approved via a development consent on 30 January 2014. Ms Byrne is the tenant of a shop located on the site at 56C Fox St, Walgett. There are two other shops located on lot 37, DP 613418 at 56 Fox St (56A & 56B). Wendy Azevedo is the landowner of lot 37.

The development consent included the following condition:

*Gen 12*

*The wire mesh structure on the front fascia of the building must be removed prior to occupancy.*

*Reason: To ensure compliance with relevant development standards in the Walgett Development Control Plan 2013.*

The condition was imposed to ensure that the presentation of the premises became consistent with the development standards expected by Council under clause 4.9.5 of the Walgett Shire Development Control Plan 2014 (page 27), which states:

#### **4.9.5. Design**

- Any security measures employed to protect windows or doors facing streets must not have:
  - Bars.
  - Heavy gauge wire mesh (note that 'crimsafe' style meshes are acceptable).
  - Exterior roller shutters.
- Such security measures installed on existing commercial premises are to be removed within 12 months of the issue of a Development Consent for a Change of Use.

All three shops located on lot 37 currently have a coarse expanded mesh security screen across the front windows and doors (see photograph in Attachment B). The development consent was issued by Council identifying 56C Fox St as the development site, hence the condition could only be reasonably enforced for those premises.

## WALGETT SHIRE COUNCIL AGENDA

Following discussions with Ms Azevedo on 28 November 2014, an e-mail was sent to her outlining options for achieving compliance with development consent condition Gen 12 (see Attachment C).

On 15 December 2014 an application for a review of the development determination for development consent 2014/002 was lodged with Walgett Shire Council by Wendy Azevedo (see Attachment A). The core issue in the application and associated letter is that Ms Azevedo believes that condition of development consent Gen 12 is unreasonable given her previous exposure to security problems with commercial premises.

Previously Council's Director Planning & Regulatory Services has responded to verbal representations from Ms Byrne and indicated that Council staff would not enforce the condition for 12 months, to allow time for the mesh to be removed (e-mail dated 2 July 2014 [Trim record DA2014/002/0012]).

### **Current Position:**

The application for review of the development application determination includes a letter from Wendy Azevedo outlining why she believes that development consent condition Gen 12 is unreasonable.

The Act imposes certain requirements to enable a development determination review, including:

- \* It cannot occur after the time for making an appeal under section 97 expires (sub-section 82A(2A)(a)). In this case the time period is within six months after "*the date on which the applicant received notice*" of the development determination (sub-section 97(1)(a)).
- \* That it is the "*applicant*" who has the right of appeal (section 82A & 97), although clause 49 of the Environmental Planning & Assessment Regulation 2000 (the regulation) provides that "*development applications*" can be made by the owner of the land to which the application relates.

Ultimately Council does not appear to have the legal authority to deal with this matter as a development determination review because more than six months have passed since the applicant was notified and Wendy Azevedo was not the original applicant. Nevertheless, given Wendy Azevedo's letter and concerns regarding this matter, it has been referred to Council for consideration.

The key issue arising is whether Council intends to seek compliance with development consent condition Gen 12. If Council does not intend to seek compliance with that condition, then that would be inconsistent with the intent of clause 4.9.5 of the Walgett Shire Development Control Plan 2014 (DCP). In turn that raises questions about whether the DCP requires modification to be less onerous regarding acceptable security measures on a premises where a "change of use" is proposed via a Development Application.

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

- \* Environmental Planning & Assessment Act 1979.
- \* Environmental Planning & Assessment Regulation 2000.
- \* Local Government Act 1993.
- \* Walgett Shire Development Control Plan 2014.
- \* Development Application file 2014/002.

**Governance issues:**

Council's charter:- Section 8 of the Local Government Act 1993 establishes Council's charter, which includes:

- \* to exercise community leadership
- \* to properly manage, develop, protect, restore, enhance and conserve the environment of the area for which it is responsible, in a manner that is consistent with and promotes the principles of ecologically sustainable development
- \* to have regard to the long term and cumulative effects of its decisions
- \* to engage in long-term strategic planning on behalf of the local community

Voting:- Section 375A of the Local Government Act 1993 requires a division to be called when a motion for a planning decision is put at a meeting of the Council, and the names of Councillors voting for and against the motion must be recorded.

**Environmental issues:**

Aesthetics of the street scape and community perceptions.

**Stakeholders:**

Land owner, shop tenant, public, and Walgett Shire Council.

**Financial Implications:**

None known or expected.

**Alternative Solutions/Options:**

Not enforcing development consent condition Gen12:- Council can respond by issuing a letter to the landowner and tenant which indicates that it will not be enforcing development consent condition Gen 12. This would allow the existing expanded mesh security screens at the front of the premises to remain.

This option has not been recommended as:

- It is inconsistent with clause 4.9.5 of the Walgett Shire Development Control Plan 2014.
- It is a frequently stated Council and community aspiration that the aesthetics of the main street of Walgett should be improved via a reduced reliance on bars and heavy meshes as security measures.

Allowing additional time for compliance with development consent condition Gen12:- Council can respond by indicating that it will not be seeking compliance with development consent condition Gen 12 for an extended period of time, such as another 2 years (ie by 30 January 2017).

This option has not been recommended for the same reasons as stated under the previous option.

**Conclusion:**

**Review of Development Determination 2014/02**

**Recommendation:**

**That Walgett Shire Council resolve to:**

- (1) Write to Wendy Azevedo and acknowledge her application for a review of development determination 2014/002 in the name of Kathryn Byrne and state Council does not have legal authority to deal with the matter as a review of a development determination because more than six months have passed since the development determination was issued and Kathryn Byrne was the original applicant. Nevertheless, Council has given consideration to the issues raised in your application.

Ultimately Council believes that development consent condition Gen 12 is warranted and is requesting owners co-operation by complying with that condition. Council's intention over the medium term is to see a positive improvement in the aesthetics of commercial premises in Fox Street, via a progressive reduction in the use of bars and heavy meshes as security measures.

**Moved:**

**Seconded:**

**Attachments:**

Attachment A – Application for review of Development Determination 2014/002

Attachment B – 16-12-2014 photograph of existing expanded mesh security screen

Attachment C – 28-11-2014 E-mail to Wendy Azevedo regarding security measure options

ATTACHMENT A – Application for review of Development Determination 2014/002

RECEIVED 15 DEC 2014



**Walgett Shire Council**  
 P.O. Box 31, WALGETT, N.S.W. 2832.  
 Telephone: (02) 6828 1399 Facsimile: (02) 6828 1608

**APPLICATION FOR A REVIEW OF A  
 DEVELOPMENT DETERMINATION**

DA No: 2014/002

Use this form to apply for a review a development consent that has been granted.  
 You will receive a notice of determination of the application once it has been assessed.

**1. Details of the applicant**

Mr  Ms  Mrs  . Dr  Other

Your first name  Your family name

Flat/street no.  Street name

Suburb or town  State  Postcode

Daytime telephone  Fax  Mobile

Email

**2. Identify the land**

Flat/street no.  Street name

Suburb or town  Postcode

Lot No.  Section No.  DP No.

You can find the lot no., section DP/MPS no. and volume/folio details on a map of the land or on the title documents for the land. If you need additional room, please attach a schedule and/or map with these details.

**3. Describe the development consent that has been granted**

Describe what the consent allows

What is the development application no.?  What is the date of the consent?

WALGETT SHIRE COUNCIL AGENDA

4. Describe what aspects of the decision you are requesting to be reviewed.

Please indicate the context in which you are requesting a review by placing a cross in the appropriate box

I/we request that the following conditions of consent be removed/modified.  
List the numbers of the conditions proposed to be removed/modified.  
GEN 12. THE WIRE MESH STRUCTURE ON THE FRONT FASCIA OF THE BUILDING MUST BE REMOVED PRIOR TO OCCUPANCY. (REASON) TO ENSURE COMPLIANCE WITH RELEVANT DEVELOPMENT STANDARDS IN THE WALGETT DEVELOPMENT CONTROL PLAN 2013

I/we request that refusal, or partial refusal, of the proposed development be reviewed.  
Briefly describe the refused part/s of the development that are requested to be reviewed.

5. Amendments to the proposal.

Please briefly describe any amendments that you are making to the original proposal.

REMOVE GEN 12.

6. Supporting information

I/we have attached the following information to support the review application:

- A written statement which provides factual reasons why the applicant believes that the review application should be approved.
- Amended plans of the proposal (if amendments are proposed).

7. Political donation disclosure statement

Persons lodging a development application are required to declare reportable political donations (including donations of more than \$1,000) made in the previous two years.

Have you attached a disclosure statement to this request?

No

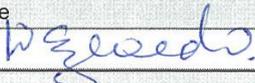
Yes

Note: For more details about political donations disclosure requirements, including a disclosure form, go to [www.planning.nsw.gov.au/donations](http://www.planning.nsw.gov.au/donations).

8. Signatures

The applicant/s for the original Development Application must sign the application for a review.

As the applicants for the original Development Application, I/we make application for the original Development Determination to be reviewed:

Signature 

Name Wendy Azeredo

Date

Signature

Name

Date

**9. Privacy policy**

The information you provide in this application will enable your application to be assessed by us and any relevant state agency. If the information is not provided, we can refuse the application. Your application will be notified or advertised to the public for comment if the development is designated development, integrated development or advertised development. The application will also be kept in a register by the council that can be viewed by the public at any time.

Please contact the council if the information in your application is incorrect or changes.

**10. Please note**

An application for a review of a Development Determination must be made within 12 months after the determination of a Development Application.

WALGETT SHIRE COUNCIL AGENDA

Mrs Wendy Azevedo  
36 Wee Waa St  
PO Box 118  
Walgett NSW 2832  
Ph 0268281015  
0418765564

To. Walgett Shire Council.

**RE: Removal of Security Screens of 56C Fox St Walgett**

I am writing to request that security screens currently in place at 56 A,B & C Fox St Walgett be permitted to remain in use as it has since its installation in 1997.

My family has been in business in Walgett since 1953. Retailing from 1976 to 1998 (Azevedos Gift Inn) and again from 2003 to 2010 (Walgett Newsagency). We were very reluctant to install any type of window screens at all. However in the end we were given no option. Since their installation we have encountered no break and enters, broken glass or significant graffiti events. During our time in owning and operating the Walgett Newsagency, we spent six months in it's former premises 64 Wee Waa St. This premises did not have any form of security screening. In this short time. We encountered no less than two smashed windows and countless false security responses from those attempting to gain entry through the front door, activating the door sensor. After relocating to 56B Fox St. No problems with broken glass or forced entry were encountered, due entirely to it's sturdy security screens. I am sure you can empathise with a business owner encountering the normal trials and tribulations that small business ownership offers. But to be successful in running a good business needless interruptions of the criminal kind need to be deterred as much as possible.

I was made aware of Kathryn Byrne intending to establish a business retailing giftware and serving coffee etc. in late 2013, through my agent Dianne Kelly of Kellys property sales. An agreement was reached and a lease drawn up. Through correspondence with Dianne Kelly it became evident that Miss Byrne would need to submit a Development Application that I would need to sign as the landlord. At the time of me signing the Development Application in Dianne Kelly's office, there was no mention of the security screens whatsoever. I feel that the correct procedure should have involved a representative of Walgett Shire Council, contacting me in writing. Clearly informing me that upon submission of a Development Application for 56C Fox St. That I would be required to remove the existing security screens from the front of the premises. To ensure compliance with relevant developmental standards in the Walgett Developmental Control Plan 2013. I Was not made aware of this officially or otherwise until after the submission of the Development Application by Miss Byrne. The first knowledge I gained of the intention, of Walgett Shire Council to conditionally allow the Development Application to pass only with the removal of the security screens. Was on Thursday 30<sup>th</sup> of January 2014. When Dianne Kelly invited me into 56A Fox St. where she was giving Mr Mathew Clarkson an inspection of 56A Fox St for a potential lease for someone he knew. Upon being introduced to Mr Clarkson by Dianne, it became apparent that he was employed by Walgett Shire Council. He proceeded to tell both Dianne and myself that "I have good news and bad news. The good news is that the D/A was approved. The bad news, the screens have to come off before Kathryn can open" I asked why the security screens would need to be removed. His response was. "The cup of coffee tipped it over". I asked if coffee was not to be sold would that change the outcome? Mr Clarkson then explained. "The D/A's gone through and it can't be changed". Dianne and I were shocked by his method of approach and complete lack of professionalism. We both assured Mr Clarkson that we would pursue a more sensible outcome.

**WALGETT SHIRE COUNCIL AGENDA**

I have since been in contact with Mr Mathew Goodwin to outline the circumstances of the situation that has unfolded. He has given instructions for me to submit an Application For a Review of a Development Application. Mr Goodwin has been very professional throughout my enquiries.

Given the circumstances that unfolded during and after the submission of the Development Application. I Firmly believe that I am well within my rights to retain the existing security screens at 56C Fox St. Now knowing full well that any future Development Applications for the above mentioned premises. Will require the current security screens to be assessed ,to determine compliance with relevant development standards in the Walgett Developmental Control plan 2013.

It is with this in mind that I seek to submit this Application for a Review Of A Development Determination, without paying the normal required fee. As I believe this circumstance has been the result of poor performance by a minority representative of the Walgett Shire Council.

Regards



Wendy Azevedo

ATTACHMENT B – 16-12-2014 photograph of existing expanded mesh security screen



**Attachment C – 28-11-2014 E-mail to Wendy Azevedo regarding security measure options**

**Matt Goodwin**

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**From:** Matt Goodwin <mgoodwin@walgett.nsw.gov.au>  
**Sent:** Friday, November 28, 2014 2:31 PM  
**Subject:** Response to inquiry regarding permissible security measures for shop windows - DA2014/002 - 56C Fox St, Walgett - Ass 2873

Hello Wendy,

Following on from our discussion this morning, you requested information on what window security measures are permitted by Council. Under current circumstances:

- Existing buildings – Existing security measures may be maintained.
- New buildings or existing buildings where a “change of use” Development Application is required – Council has a Development Control Plan which specifies that any security measures on doors or windows facing streets must not have:
  - Bars
  - Heavy gauge wire mesh (crimsafe style meshes are acceptable).
  - Exterior roller shutters.

To comply with this requirement, the following security measures could be used:

- Crimsafe or similar meshes.
- Plastic glass windows. There are various brands and types of plastics.
- Interior roller shutters.
- Armoured glass windows.

Let me know if you require any additional information.

Matthew Goodwin  
Director Planning & Regulatory Services  
Walgett Shire Council

77 Fox St. (PO Box 31), Walgett NSW 2832  
Ph: 02 6828 6120 Fax: 6828 1608 Website: [www.walgett.nsw.gov.au](http://www.walgett.nsw.gov.au)

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 Please consider the environment before printing this e-mail

## ***RENAMING OF REGIONAL ROAD 457 – GUNDABLOUI ROAD***

**REPORTING SECTION:** Planning and Regulatory Services

**AUTHOR:** James Abel – Geographic Information Systems Coordinator

**FILE NUMBER:** 14/267/0001

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### **Summary:**

A query has been raised relating to the relevance of the name of Regional Road (RR) 457, Gundabloui Road. This report outlines the circumstances in which that name was established.

### **Background:**

In conjunction with a rural addressing project that took place in May 2008, extensive public consultation was conducted by Council regarding a proposal to rename the Collarenebri – Mungindi Road as the Gundabloui Road, to:

- Reduce the potential for confusion, which can arise from mixing road and locality names.
- Ensure compliance with Australian Standards. The existing road name was an origin/destination road name that did not comply with the Australian Standard AS/NZS 4819:2003 Geographic information – Rural and urban addressing.

No submissions were received during the public exhibition period which suggested an alternative name.

The name Gundabloui Road was officially gazetted on 13 February 2009 as part of Walgett Shire Council's rural addressing program. Although the Gundabloui Station is not located on this road, the name was derived from the Gundabloui parish which is located approximately halfway along the road and includes a significant part of it.

Since the gazettal of the new road name, the appropriateness has been questioned. The main issue raised is that the primary access to Gundabloui Station is not located on this road which has created some confusion as a result.

### **Current position:**

At a Council meeting held 25<sup>th</sup> November 2014, during questions without notice, it was suggested by Councillor Greenaway that the Mungindi Road would be a more suitable name for RR457.

Although the name Mungindi Road is not a complete origin/destination name, it is considered a destination name. When there are multiple roads leading to a location or a destination, it is a common occurrence for multiple roads to use the destination name as an alias name from the origin end. This has the potential to create road name duplication and confusion. Whilst the updated Australian Standard AS/NZS 4819:20011 Geographic information – Rural and urban addressing does not prohibit the use of singular destination names, the Geographical Names Board of NSW (GNB) does not encourage their use when there is the potential for road name

## WALGETT SHIRE COUNCIL AGENDA

duplication and confusion, especially when there is a practicable and unique alternative option available.

Council's GIS Coordinator recently attended an addressing workshop conducted by NSW Land and Property Information (LPI). Verbal discussion with LPI representatives at this workshop indicated that a destination name would probably not be approved by the GNB if there are multiple roads leading to that destination.

The NSW Addressing User Manual is a comprehensive guide which has been assembled to assist with all aspects of addressing including the naming and renaming of roads. "Chapter 6 – Addressing Principles, Section 6.7.9 - Amending Road Names" in the manual states;

*"Road names are intended to be enduring, and the renaming of roads is discouraged unless there are compelling reasons for a change. Issues that can prompt renaming include the redesign of a road, changed traffic flow, mail or service delivery problems, duplication issues and addressing problems".*

Community perception is that RR457 has had its original name changed from Collarenebri-Mungindi Road to Gundabloui Road. The view of the GNB would most likely be that the road has only ever had one gazetted name, being the Gundabloui Road. It is unlikely that the GNB would recognize the previous name.

Also, once RR457 reaches the Local Government Area (LGA) and state border, the name of the road changes from Gundabloui Road to the Border-Carnarvon Highway Connection Road within the Balonne Shire in Queensland. Consequently, the portion of road within the Walgett LGA being considered for renaming does not go all the way to Mungindi.

As a result, unless compelling reasons for a change from the gazetted road name can be documented, it seems unlikely that the GNB would agree to a change, especially to Mungindi Road.

Council has previously received one request from David Goodman to have this road name amended (Attachment 1). Mr Goodman resides on RR457 and a response was sent to him outlining the origin of the name Gundabloui Road (Attachment 2).

If Council was to receive further requests and support to have the road name changed, or if Council came to a unanimous conclusion that the name Gundabloui Road was not appropriate for RR457, either reason could be considered as a compelling or justifiable enough to consider investigating road name change.

If a road name change was pursued, the following processes would be required by Council to facilitate an amendment to the road name;

- 1) **Public Consultation** – Council would be required to extensively advertise its intent to change the road name, advertise a proposed name (if any had been pre-selected by Council, such as Mungindi Road) and request submissions for any alternate road name for RR457 from the general public.
- 2) **Propose an appropriate name** – Council would be required to select an appropriate and compliant name from the submissions received.

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- 3) **Affected residence consultation** – Chapter 7.1.3 of the NSW Addressing User Manual outlines that Council would need to:  
*“consult with the immediate community who directly utilise the road names assigned to sites affected by a name change or addition. This includes, but is not limited to residents, ratepayers and businesses”.*

Those affected would need to be notified in writing of Council’s intentions and allowed 15 business days to provide feedback regarding the proposal.

- 4) **Endorse selected name** – At the completion of the consultation periods, Council would need to endorse an appropriate name derived from the consultation process in preparedness for submission to the Geographical Names Board of NSW for approval.

- 5) **Submit proposed name to the Geographical Names Board of NSW** – The proposed name would need to be submitted to the GNB to enable them verify/check for conformity with AS/NZS 4819:2011 and for their approval.

- 6) **Notify intent to amend road name** – Once conformity is established, as per the “*Roads Regulation Act 2008*”, Council as the road naming Authority must then;

- Publish notice of its proposal in a local newspaper
- Serve notice of its proposal on the prescribed authorities listed in Regulation 7.1 of the act. The list of prescribed authorities includes;
  - i. Australia Post
  - ii. Registrar-General
  - iii. Surveyor-General
  - iv. Chief Executive of the Ambulance Service of NSW
  - v. Fire and Rescue NSW
  - vi. NSW Rural Fire Service
  - vii. NSW Police Service
  - viii. State Emergency Service
  - ix. New South Wales Volunteer Rescue Association Incorporated

Prescribed authorities need to be given time (15 business days) to comment on any proposed name prior to gazettal.

- 7) **Submit amended name for gazettal** – Council would be required to;
- Publish notice of the new name in the NSW Government gazette.
  - Advertise the amendment extensively in local newspapers.
  - Notify affected residents of the road name change and their change of address if applicable.
  - Notify prescribed authorities listed in Regulation 7.1 of the “*Roads Regulation Act 2008*” of the finalised amended name and subsequent gazettal.
- 8) **Update signage** – Council would need to update/replace any existing road signage with new signage displaying the amended name.
- 9) **Update corporate records** – Council would need to apply an update to all records pertaining to RR457 within Council’s corporate database, “Authority” including addressing and parcel location records.

10) **Update Council's Geographic Information System** – Council would need to apply updates to all records pertaining to RR457 within Council's Geographical Information System (GIS), including addressing and all road related data and mapping.

**Relevant Reference Documents:**

- AS/NZS 4819:2003 Australian/New Zealand Standard – Rural and urban addressing
- AS/NZS 4819:2011 Australian/New Zealand Standard – Rural and urban addressing
- NSW Addressing User Manual – October 2014
- Roads Regulation Act 2008

**Governance issues:**

Council's charter:- Section 8 of the Local Government Act 1993 establishes Council's charter, which includes:

- \* to exercise community leadership
- \* to have regard to the long term and cumulative effects of its decisions
- \* to engage in long-term strategic planning on behalf of the local community
- \* to exercise its functions in a manner that is consistent with and promotes social justice principles of equity, access, participation and rights

**Environmental issues:**

None

**Stakeholders:**

The public, Walgett Shire Council, Emergency Services, Service Providers

**Financial implications:**

None

**Alternative solutions/options:**

Seek approval to rename road:- Council could commence a process to rename RR457 as Mungindi Road and request approval from the GNB. This option has not been recommended because it appears unlikely that the GNB would approve a name that is inconsistent with the Australian Standard.

Rename road without approval:- Council could proceed to rename RR457 as the Mungindi Road and inform the GNB that this is the name by which Council will recognise it in the future, even if it is non-conforming with Australian Standards and hasn't been approved for re-gazettal. This option has not been recommended because it is envisaged that the GNB would continue to use the current gazetted name of "Gundabloui Road" and continue to use that name for all interaction with principle authorities, including emergency services, regarding this road. This would create confusion which could prove life-threatening in a worst case scenario, for example in an emergency when an ambulance is unable to locate a patient.

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Seek an alternative name: Council could engage in public consultation with a view of attaining a more appropriate alternative name for RR457 consistent with the Australian Standard and community preferences. This option has not been recommended because:

- On face value it does not appear to be in the public interest to change the name again (third occasion in recent years), unless there are compelling reasons to do so.
- It may encourage a community expectation that Council is prepared to change the name of roads when requested.

### **Conclusion:**

Whilst the name Gundabloui Road may not be considered appropriate by many, it is a unique name that is compliant with the Australian Standard AS/NZS 4819:2003 Geographic information – Rural and urban addressing. This name has also been officially gazetted for approximately 6 years and familiarity with a road name should increase with longevity.

### **Renaming of Regional Road 457 – Gundabloui Road**

#### **Recommendation:**

#### **That Walgett Shire Council resolve to:**

1. Note Council's GIS Coordinators report regarding the renaming of RR457 Gundabloui Road.
2. Maintain the name Gundabloui Road for RR457.

#### **Moved:**

#### **Seconded:**

### **Attachments:**

1. Letter received 28th August 2014 from David Goodman re Gundabloui Road
2. Response dated 16<sup>th</sup> September to David Goodman regarding renaming of RR457 Gundabloui Road

WALGETT SHIRE COUNCIL AGENDA

ATTACHMENT 1: LETTER RECEIVED 28TH AUGUST 2014 FROM DAVID GOODMAN RE  
GUNDABLOUI ROAD

RECEIVED 28 AUG 2014

"Eulalie"

5677 Gundabloui Rd

MUNGINDI. NSW 2406

Walgett Shire Council  
Fox Street  
WALGETT NSW 2832

Dear Sirs

Re: Gundabloui Road (Collarenebri to Mungindi in the Walgett Shire).

No doubt the people who named our road were well intentioned, however they had a distinct lack of local knowledge in that Gundabloui Station is not on this road.

I would like to suggest that this road be called the One Ton Post Road.

The survey line between NSW and Queensland, completed in October 1881, has the famous Cameron's Corner on the west end and little known One Ton Post on the East end where the line leaves the Barwon River. It would be good to promote this historical site.

I submit this name for your consideration and ask that you display one of the enclosed posters in the foyer of your council chambers.

Yours sincerely

David Goodman.



# One Ton Post

In 1865 the NSW and QLD Governments agreed to fix the Inter-Colonial Boundary Line as the 29th parallel of latitude.

Two surveyors were appointed, Mr Gregory, Surveyor-General from QLD and Mr Greaves from NSW. They met to commence work at Mungindi. Using sextant and theodolite they placed in the ground two foot long steel pins within a triangle of trees marked "A", "B" and "C" at the Barwon, Moonie, Narran, Bokkara, and Culgoa Rivers.

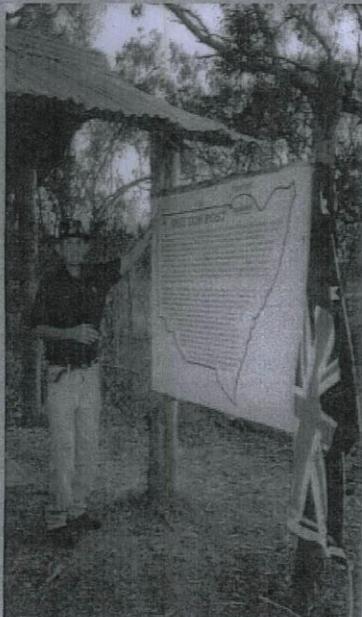
The steel pin nearest Mungindi was located by Mr Kitson in 1983. The "B" tree was also found, then having fallen and being in poor condition but with the carving still discernable. It was taken to Brisbane Surveyors Museum but returned to Mungindi when the section of the museum was closed. The "B" tree is now on display in the Mungindi History Park.

The absolute determination of the 29th parallel was begun in 1879 when surveyors George C. Watson from QLD and John B. Cameron from NSW met at Barrington. Moving west they experienced floods and drought which, coupled with disagreement with the younger Cameron, caused Watson to withdraw at the 100 mile post. However, Cameron persevered to reach the South Australian border some 12 months later.

The survey east from Barrington was much easier and Cameron reached the Barwon River at Mungindi in October 1881. To celebrate the conclusion of a very difficult survey Cameron cut and placed a one ton post on the bank of the

Barwon River, 3 miles west of Mungindi.

It still remains as a testament to Cameron's achievement and is believed to be the largest wooden survey peg in Australia.



Poster designed and produced by Bright Spark Creative

The restoration and presentation of the One Ton Post is a project of the Lions Club Of Mungindi.

**ATTACHMENT 2: RESPONSE DATED 16<sup>TH</sup> SEPTEMBER TO DAVID GOODMAN  
REGARDING RENAMING OF RR457 GUNDABLOUI ROAD**

James Abel

16 September 2014

David Goodman  
"Eulalie"  
5677 Gundabloui Road  
MUNGINDI NSW 2406

Dear Mr Goodman,

**RE. RENAMING OF GUNDABLOUI ROAD**

Thank you for your letter received 28<sup>th</sup> August 2014 regarding the naming of Regional Road 457, Gundabloui Road (RR457).

The name Gundabloui Road was officially gazetted on 13 February 2009 as part of Walgett Shire Council's rural addressing program. Prior to this date, RR457 was informally known as the Collarenebri – Mungindi Road or the Mungindi – Collarenebri Road. This road name was an origin/destination road name that did not comply with the Australian Standard AS/NZS 4819:2003 Geographic information – Rural and urban addressing.

Although the Gundabloui Station is not located on this road, the name was derived from the Gundabloui parish which is located approximately halfway along the road and includes a significant part of it.

During May 2008, extensive public consultation was conducted by Walgett Shire Council regarding a proposal to rename the Collarenebri – Mungindi Road as the Gundabloui Road, to:

- Reduce the potential for confusion, which can arise from mixing road and locality names.
- Ensure compliance with Australian Standards.

No submissions were received during the public exhibition suggesting an alternative name.

Council can appreciate the historical significance of the One Ton Post that you have suggested as a more appropriate name and will display a copy of the poster that you have

**WALGETT SHIRE COUNCIL AGENDA**

provided at the Walgett Tourist Information Centre and the Collarenebri Agency/Post Office to promote public awareness of the post.

If you would like to discuss this matter further, please contact Walgett Shire Council's Geographic Information Systems Coordinator, James Abel on 6828 6399.

Yours faithfully,

Matthew Goodwin  
Director Planning and Regulatory Services  
For and on behalf of Don Ramsland, General Manager

## **MATTERS FOR BRIEF MENTION, PLANNING & REGULATORY SERVICES**

**REPORTING SECTION:** Planning & Regulatory Services  
**AUTHOR:** Matthew Goodwin, Director Planning & Regulatory 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 Department.

### **a) POUND DOG REHOMING**

Nina Hartland of Riverina Pet Rescue continues to arrange for the pickup of unclaimed and surrendered dogs from the Walgett pound. The number of dogs entering the pound remains far higher than the local demand and capacity for re-homing with responsible pet owners. Riverina Pet Rescue continues to work with animal rescue organisations in southern NSW, Victoria and the ACT to place the animals with new owners. The group publicises its activities via the internet at the following address - <http://www.petrescue.com.au/groups/10030>

In a recent change, Riverina Rescue is also now re-homing some cats.

Riverina Rescue made the following recent pick-ups:

- 9-10-2014 – 3 dogs.
- 25-10-2014 – 4 dogs.
- 30-10-2014 – 10 dogs, 18 kittens.
- 10-11-2014 – 4 dogs.
- 14-11-2014 – 4 dogs, 12 kittens.
- 21-11-2014 – 3 dogs.
- 24-11-2014 – 4 dogs.
- 4-12-2014 – 1 dog.
- 8-12-2014 – 1 dog.
- 19-12-2014 – 1 dog.
- 5-1-2015 – 3 dogs.
- 16-1-2015 – 2 dogs.

### **b) CAWS**

For the eighth year in Walgett Shire the RSPCA undertook its Companion Animal Welfare Scheme (CAWS) during October 2014. This project involved the RSPCA, local veterinarian Enid Coupe and Council's Regulatory Officer working together to undertake:

- Targeted subsidised desexing and micro-chipping of dogs.
- Community education with animal owners and schools.

Council sponsored the CAWS by providing:

- \$10,000 for expenses incurred in undertaking the program.

## WALGETT SHIRE COUNCIL AGENDA

- Microchips to identify animals treated under the program.
- Regulatory Officer's time and equipment supporting the program.
- Advertising in the Walgett Spectator and Lightning Ridge News.

Amongst other things, the October CAWS:

- Desexed & chipped 66 dogs at Lightning Ridge on 27 & 28 October.
- Desexed & chipped 18 dogs, at Walgett on 30 October.

Dr Ann-Margret Withers, the RSPCA Programs Veterinarian has advised that a second CAWS is being planned this financial year for Collarenebri.

### c) E-PLANNING

Grants have been accepted from the NSW Department of Planning & Environment offered as part of its e-planning initiative, which includes:

- \$10,000 for "application tracking" to implement an on-line system whereby the public can lodge and track applications for development, construction certificates and complying development certificates.
- \$15,000 for "electronic housing code" so the public can determine whether a proposed development is exempt development, hence does not require Council approval, or Complying Development which does.

The project is also expected to result in associated data upgrades that will facilitate the subsequent implementation of automated planning (149) certificates.

### d) WATER METER SURVEY AT COLLARENEBRI

Council's GIS Coordinator recently completed a differential GPS survey of water connections and meters using at Collarenebri using Global Navigation Satellite System (GNSS) equipment. Amongst other things, the survey showed:

1. 496 meters.
2. 13 filtered and 7 raw meters not currently being charged for water consumption, as they were not recorded within Council's Authority administration database.
3. What appears to be 14 filtered and 31 raw water connections without a meter.
4. 5 potentially inappropriate connections requiring further investigation.

Further work is being undertaken by Council staff to address the issues which arise, including checking Council's records for formal approvals for various non-urban water connections.

### e) OVERGROWN LOTS

Council's Regulatory Officer has undertaken recent inspections to identify overgrown urban lots. As of 25 November 2014, 27 letters had been sent to land owners in Walgett and Burren Junction requesting them to take action to have their land mowed. Inspections are continuing for the remaining towns and villages.

**f) UNAUTHORISED SOLAR PANEL INSTALLATION, IGA SUPERMARKET, WALGETT**

On 19 November and 9 December 2014 Council wrote to the landowners of 34-36 Fox St, Walgett regarding the installation of solar panels on the IGA supermarket building without a Construction Certificate. Council's request that the building owner provide certification from a structural engineer that that the installed system does not pose a threat to the structural integrity of the building has not yet been addressed in a satisfactory manner.

**g) UNAUTHORISED SOLAR PANEL INSTALLATION, IGA SUPERMARKET, LIGHTNING RIDGE**

Since 19 July 2013 Council has been corresponding with the landowner of 34 Opal St, Lightning Ridge, regarding the installation of solar panels on the Khan's IGA supermarket building without a Construction Certificate.

In a letter dated 16 June 2014 to the building owner's solicitors, Council's solicitors acknowledged that the temporary measures recommended in the Henry and Hymas Consulting Engineers report dated 19 March 2014 have been implemented.

Since then, Council's solicitors have sought a commitment from the landowner to address issues arising from the "Permanent Rectification" (pg 8 & 9) section of the Henry and Hymas report. This includes letters dated:

- 28 August 2014.
- 19 September 2014.
- 16 October 2014.
- 13 January 2015.

In e-mail dated 19-1-2015 the legal representative of the building owner has now stated that they expect work to commence late March 2015 to implement permanent remediation measures.

**Matters Generally for Brief Mention or Information only from Director of Planning & Regulatory Services**

**Recommendation:**

That Walgett Shire Council resolve to:

1. Receive and note the report by the Director of Planning & Regulatory Services on matters for brief mention, or information only.

**Moved:**

**Seconded:**

**Attachments:**

Nil

14.3 DIRECTOR ENGINEERING SERVICES

***MONTHLY RURAL INFRASTRUCTURE AND SUPPORT SERVICE  
PROGRESS REPORT FROM DIRECTOR ENGINEERING SERVICES –  
DECEMBER 2014***

**REPORTING SECTION:** Engineering Services  
**AUTHOR:** Raju Ranjit –Director Engineering Services  
**FILE NUMBER:** 12/211

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**Summary:**

The purpose of this report is to inform Council of the Engineering Services Department work progress as at 31 December, 2014.

**Background:**

A budget of \$16.30 Million (including RMCC work) has been allocated to the Rural Infrastructure and Support Services Team for capital & maintenance works, fleet management and engineering administration for the 2014/2015 financial year.

**Current Position:**

A skeleton crew consisting of seven members continued to work through the Christmas and New Year's break. The crew worked on various maintenance works such as bridge approaches, road signs etc.

All crew members have started their normal duties from 19 January 2015 on a full time basis.

**Relevant Reference Documents/Policies:**

2014/15 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 Residents

**Financial Implications:**

As at 31 December 2014, \$ 6,152,930 has been spent from a total amount of \$16,301,254 allocated for the 2014/2015 budget. The expenditure for capital and maintenance work as at 31 December is \$ 2,294,202 (31 % of \$7,290,421).

**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 Rural Infrastructure and Support Service Progress Report from Director Engineering Services – December 2014**

**Recommendation:**

That Council receive and note the Engineering Services monthly work progress report for December 2014.

**Moved:**

**Seconded:**

**Attachment:**

2014/2015 Budget allocations up the 31<sup>st</sup> December 2014

The Rural Infrastructure and Support Services 2014/2015 budget allocations for Capital and Maintenance works are as follows:

| <b>Ledger Item</b>                        | <b>Actuals,<br/>Committed and<br/>Oncost up to 31<br/>December 2014</b> | <b>Budget</b>      | <b>% Budget</b> |
|-------------------------------------------|-------------------------------------------------------------------------|--------------------|-----------------|
| Engineering Administration                | \$319,018                                                               | \$637,842          | 50%             |
| Emergency Services (RFS * SES)            | \$158,228                                                               | \$340,000          | 47%             |
| Enforcement of Regulations                | \$7,206                                                                 | \$20,000           | 36%             |
| Fleet Operations                          | \$1,016,176                                                             | \$2,432,716        | 42%             |
| Local Roads Operations                    | \$32,099                                                                | \$52,000           | 62%             |
| Local Roads Maintenance                   | \$292,572                                                               | \$690,000          | 42%             |
| Regional Roads Operations                 | \$38,556                                                                | \$841,044          | 5%              |
| Regional Roads Maintenance                | \$348,814                                                               | \$688,427          | 51%             |
| Walgett Depot Renewal and<br>Improvements | \$1,124                                                                 | \$188,392          | 1%              |
| Fleet Renewal and Improvement             | \$80,409                                                                | \$1,400,000        | 6%              |
| <b>Total</b>                              | <b>\$2,294,202</b>                                                      | <b>\$7,290,421</b> | <b>31%</b>      |

## **MONTHLY RMCC WORKS REPORT FROM DIRECTOR ENGINEERING SERVICES – DECEMBER 2014**

**REPORTING SECTION:** Engineering Services  
**AUTHOR:** Raju Ranjit –Director Engineering Services  
**FILE NUMBER:** 12/211

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### **Summary:**

The purpose of this report is to inform Council of progress relating to the RMCC works as at 31 December 2014.

### **Background:**

The initial contact award for 2014/2015 was \$3,390,000. Due to an increase in the scope of works RMS has approved a variation of \$211,351. The total contract is now \$3,601,351.

The scope of works involved in this contract is:

Resealing, heavy patching, HW 12 Mt Brandon widening, grids replacement (new item), Big Warrambool widening (new item) and routine works.

### **Current Position:**

The Grid on HW18 North near Big Warrambool Bridge has now been completed. From 19 January 2015 one Council team will be working on shoulder grading on SH12 while another will be working on heavy patching on SH18 North. Resealing work by Fulton Hogan was not completed due to wet weather in the lead up to the Christmas closure. The resealing work will continue on SH12 and SH29 West.

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

Nil

### **Governance issues:**

Nil

### **Environmental issues:**

Nil

**WALGETT SHIRE COUNCIL AGENDA**

**Stakeholders:**

Walgett Shire  
Walgett Residents

**Financial Implications:**

As at 31 December 2014, \$1,375,880.08 has been spent from a total amount of \$3,601,351.00 provided in the 2014/2015 budget.

**Alternative Solutions/Options:**

Nil

**Conclusion:**

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

**Monthly RMCC works Report from Director Engineering Services – December 2014**

**Recommendation:**

That Council receive and note the monthly RMCC works report for December 2014.

**Moved:**

**Seconded:**

**Attachments:**

RMCC works summary.

The funding allocations for the 2014/2015 RMCC works are \$ 3,601,351 and details are as follows:

| <b>S<br/>N</b> | <b>Description</b>           | <b>Budget</b>         | <b>Expenditure Till<br/>31/12/2014</b> | <b>Status</b> |
|----------------|------------------------------|-----------------------|----------------------------------------|---------------|
| 1              | Resealing                    | \$1,030,000.00        | \$188,165.28                           | 18%           |
| 2              | Heavy patching               | \$500,000.00          | \$519,507.83                           | 104%          |
| 3              | HW 12 Warrambool<br>Widening | \$700,000.00          | \$28,948.51                            | 4%            |
| 4              | Routine works                | \$1,160,000.00        | \$438,592.37                           | 38%           |
| 5              | Grids Replacement            | \$146,351.06          | \$60,544.47                            | 41%           |
| 6              | Culvert Headwall Works       | \$65,000              | \$217.91                               | 0.3%          |
| 7              | Culvert Replacement          |                       | \$139,903.71                           |               |
|                | <b>TOTAL</b>                 | <b>\$3,601,351.06</b> | <b>\$1,375,880.08</b>                  | <b>38%</b>    |

**NSW RURAL FIRE FIGHTING -NORTH WEST ZONE SERVICE  
DRAFT BUDGET 2015/2016**

**REPORTING SECTION:** Engineering Services  
**AUTHOR:** Raju Ranjit – Director Engineering Services  
**FILE NUMBER:** 09/1238-02

---

**Summary:**

This report recommends that council note and accepts the budget for Council's Contribution to Rural Fire fighting North West Zone funding for the 2014/2015 financial year.

**Background:**

The Rural Fire Service in the Walgett Shire is managed by the North West Zone. The 2015/2016 draft budget of the funding for the Rural Fire Service is \$3,678,635.

**Current Position:**

The Rural Fire Service North West Zone has submitted a draft budget of 3,678,635 of which all three councils contribution is \$430,400. The Walgett Shire Council's contribution is \$219,504 (51% of \$430,400). As compared to the 2014/2015 budget (\$215,513.76), the 2015/2016 budget is 1.85% higher than the 2014/2015 budget. This includes an increase of 5% for VASS charges.

**Relevant Reference Documents/Policies:**

North West Zone Funding budget

**Governance issues:**

Nil

**Environmental issues:**

Nil

**Stakeholders:**

NSW Rural Fire Service- Walgett Brigades and Residents

**Financial Implications:**

The draft figures will be included in the 2015/2016 budget and operating plan.

**Alternative Solutions/Options:**

Consider a 3% reduction for 3 years in respect of VASS charges.

**Conclusion:**

It is recommended that Council approve the draft budget which provides for a contribution amount of \$219,504 for 2015/2016.

**Rural Fire Fighting North West Zone Service draft budget 2015/2016**

**Recommendation:**

That Council receive and approves the draft budget which provides for a contribution of \$ 219,504 to Rural Fire Services fund for 2015/2016.

**Moved:**

**Seconded:**

**Attachments:**

NSW RFS Bids and Estimates 15/16

WALGETT SHIRE COUNCIL AGENDA

NSW Rural Fire Service Bids and Estimates 15/16

REGION: West  
 DISTRICT: North West Zone  
 YEAR: 2015/16 V3

| District Staff Estimates             | 15/16             | 15/16 v2          | 14/15             |                |
|--------------------------------------|-------------------|-------------------|-------------------|----------------|
| 513120 Comms Platform                | \$ 3,248          | \$ 3,248          | \$ 3,248          |                |
| Vehicle new                          | \$ -              | \$ -              | \$ -              |                |
| Vehicle changeover                   | \$ 29,000         | \$ 29,000         | \$ 14,500         |                |
| 511010 Fuel                          | \$ 16,000         | \$ 16,000         | \$ 16,000         |                |
| 521000 Repairs & Maintenance(WF)     | \$ 4,800          | \$ 4,800          | \$ 4,800          |                |
| 511000 Registration                  | \$ 1,920          | \$ 1,920          | \$ 1,920          |                |
| 511015 CTP                           | \$ 2,560          | \$ 2,560          | \$ 2,560          |                |
| 511020 Insurance                     | \$ 1,920          | \$ 1,920          | \$ 1,920          |                |
| 511030 Other MV Charges              | \$ 4,800          | \$ 4,800          | \$ 4,800          |                |
| 518005 Freight/Transport             | \$ -              | \$ -              | \$ -              |                |
| 514100 Travel                        | \$ 6,980          | \$ 6,980          | \$ 6,980          |                |
| 513111 Telephones                    | \$ 10,000         | \$ 10,000         | \$ 10,000         |                |
| 560145 Equipment General             | \$ 7,000          | \$ 7,000          | \$ 7,000          |                |
| 560150 Equipment Computers           | \$ 6,400          | \$ 6,400          | \$ 6,400          |                |
| 515010 Information Services          | \$ 39,552         | \$ 39,552         | \$ 30,227         |                |
| 513205 GRN Fees                      | \$ 112,228        | \$ 112,228        | \$ 121,992        |                |
| 560510 Redfleet Ins                  | \$ 50,714         | \$ 50,714         | \$ 48,403         |                |
| 560160 Radio Base Station Site Fees  | \$ 15,000         | \$ 15,000         | \$ 15,000         |                |
| 516005 Photocopying                  | \$ 4,000          | \$ 4,000          | \$ -              |                |
| 518060 DSE-Other                     | \$ 1,500          | \$ 1,500          | \$ -              |                |
| <b>Total:</b>                        | <b>\$ 317,622</b> | <b>\$ 317,622</b> | <b>\$ 295,750</b> | <b>7.40%</b>   |
| <b>Equipment</b>                     |                   |                   |                   |                |
| 560100 AED Maintenance               | \$ -              | \$ -              | \$ 2,345          |                |
| 560100 Other Fire Fighting Equipment | \$ 123,500        | \$ 123,500        | \$ 123,500        |                |
| 560105 PPE                           | \$ 60,000         | \$ 60,000         | \$ 60,000         |                |
| 560155 Community Education           | \$ 2,500          | \$ 2,500          | \$ 2,500          |                |
| <b>Total:</b>                        | <b>\$ 186,000</b> | <b>\$ 186,000</b> | <b>\$ 188,345</b> | <b>(1.25%)</b> |
| <b>Maintenance/Repairs</b>           |                   |                   |                   |                |
| Maint/Repairs/Running                | \$ 178,000        | \$ 178,000        | \$ 210,000        |                |
| Telephone Charges                    | \$ 28,650         | \$ 28,650         | \$ 28,650         |                |
| Utility Charges                      | \$ 13,000         | \$ 13,000         | \$ 13,000         |                |
| Insurance                            | \$ 24,000         | \$ 24,000         | \$ 24,000         |                |
| Other                                | \$ 55,300         | \$ 55,300         | \$ 55,300         |                |
| 560310 <b>Total:</b>                 | <b>\$ 298,950</b> | <b>\$ 298,950</b> | <b>\$ 330,950</b> | <b>(9.07%)</b> |
| <b>Hazard Reduction</b>              |                   |                   |                   |                |
| Hazard Reduction                     | \$ 111,510        | \$ 111,510        | \$ 100,966        |                |
| 560130 <b>Total:</b>                 | <b>\$ 111,510</b> | <b>\$ 111,510</b> | <b>\$ 100,966</b> | <b>10.44%</b>  |

WALGETT SHIRE COUNCIL AGENDA

| Reimbursable Items                          |                     |                     |                     |          |
|---------------------------------------------|---------------------|---------------------|---------------------|----------|
| 560135 VASS Reimbursement                   | \$ 79,853           | \$ 79,853           | \$ 79,853           |          |
| <b>Total:</b>                               | <b>\$ 79,853</b>    | <b>\$ 79,853</b>    | <b>\$ 79,853</b>    | 0.00%    |
| Brigade Stations                            |                     |                     |                     |          |
| FCC                                         | \$ -                | \$ 200,000          | \$ -                |          |
| Stations                                    | \$ 140,000          | \$ 140,000          | \$ 148,873          |          |
| Water Tanks                                 | \$ -                | \$ -                | \$ 45,000           |          |
| 560125 <b>Total:</b>                        | <b>\$ 140,000</b>   | <b>\$ 340,000</b>   | <b>\$ 193,873</b>   | (27.79%) |
| Appliances                                  |                     |                     |                     |          |
| 560115 New                                  | \$ 409,141          | \$ 409,141          | \$ 390,000          |          |
| 560120 Used                                 | \$ 507,507          | \$ 507,507          | \$ 429,500          |          |
| 560140 Other                                | \$ -                | \$ -                | \$ 43,770           |          |
| <b>Total:</b>                               | <b>\$ 916,648</b>   | <b>\$ 916,648</b>   | <b>\$ 863,270</b>   | 6.18%    |
| Salaries                                    |                     |                     |                     |          |
| Salaries (Trainees)                         | \$ -                | \$ -                | \$ -                |          |
| Salaries (inc oncosts)                      | \$ 420,909          | \$ 420,909          | \$ 410,643          |          |
| <b>Total:</b>                               | <b>\$ 420,909</b>   | <b>\$ 420,909</b>   | <b>\$ 410,643</b>   | 2.50%    |
| <b>District Costs Grand Total:</b>          | <b>\$ 2,471,492</b> | <b>\$ 2,671,492</b> | <b>\$ 2,462,063</b> | 0.38%    |
| VASS Charges (15/16 Estimate, 14/15 Actual) | \$ 1,207,185        | \$ 1,264,670        | \$ 1,149,700        | 5.00%    |
| <b>Grand Total</b>                          | <b>\$ 3,678,677</b> | <b>\$ 3,936,162</b> | <b>\$ 3,611,763</b> | 1.85%    |
| <b>Estimated Council Contribution</b>       | <b>\$ 430,405</b>   | <b>\$ 460,531</b>   | <b>\$ 422,576</b>   | 1.85%    |

| Break down of contribution |     | V1         | V2         | Additional |
|----------------------------|-----|------------|------------|------------|
| Walgett                    | 51% | \$ 219,507 | \$ 219,507 |            |
| Coonamble                  | 24% | \$ 103,297 | \$ 133,423 | \$ 30,126  |
| Warren                     | 25% | \$ 107,601 | \$ 107,601 |            |

**Notes:**

GM 's approval is for estimated district costs only which excludes VASS Charges.  
VASS Charges are unknown but have been included at last years figures + 5% these will change prior to allocation. VASS Reimbursement is expected to reduce each year, estimate figure provided based on previous year.

**Final Budget Figures:**

Previous year commitments will be added to the to final allocation. The contribution is calculated excluding this figure. The ledger balance figure will not be known until after the end of the financial year.

WALGETT SHIRE COUNCIL AGENDA

**Volunteer and Support Services Program Charges**

Actual Charges 14/15

|                                                                                                                                                                                                                                                                                                                                    |                     |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------|
| <b>Training and Other Volunteer Support</b>                                                                                                                                                                                                                                                                                        | \$ 56,976           |
| Budgets for Membership Services including Directorate, Membership Coordination, Workforce Planning, OH & S & Welfare L & D Systems, Volunteer relations & Chaplaincy                                                                                                                                                               |                     |
| <b>Fire Trails &amp; Mitigation Works</b>                                                                                                                                                                                                                                                                                          | \$ 414,870          |
| State Mitigation Services Budget (Base)<br>Coordinated Risk Management Budget (Base) inc. Mitigation Works Budget<br>Fire Mitigation Work Crews Enhancement<br>BMFC Fire Trails & HR Programs Enhancement                                                                                                                          |                     |
| <b>Insurances</b>                                                                                                                                                                                                                                                                                                                  | \$ 61,893           |
| <b>Radio Communications</b>                                                                                                                                                                                                                                                                                                        | \$ 10,918           |
| Budget Communication Assets<br>Radio Enhancement                                                                                                                                                                                                                                                                                   |                     |
| <b>Emergency Fund</b>                                                                                                                                                                                                                                                                                                              | \$ 54,104           |
| <b>Aviation &amp; Other Operational Support</b>                                                                                                                                                                                                                                                                                    | \$ 182,041          |
| Aviation Budget<br>Base budgets for other Operation Services Units except Coordinated Risk Management and State Mitigation Services Enhancement for Hotspots<br>Enhancement for rapid Aerial response Teams<br>Enhancement for Vulnerable Communities Unit<br>Enhancement for Neighbourhood Safer Places<br>Less revenue generated |                     |
| <b>Engineering &amp; Other Infrastructure Support</b>                                                                                                                                                                                                                                                                              | \$ 150,649          |
| Budgets for Infrastructure Division except Communication Assets<br>SAP Finance/Procurement Budget                                                                                                                                                                                                                                  |                     |
| <b>Communication &amp; Public Awareness</b>                                                                                                                                                                                                                                                                                        | \$ 46,809           |
| Budgets for Media, Ministerial & Corporate Communications Units<br>Public Awareness Advertising Enhancement                                                                                                                                                                                                                        |                     |
| <b>Corporate Support</b>                                                                                                                                                                                                                                                                                                           | \$ 107,586          |
| Budgets for Corporate Policies & Standards, Corporate Planning & Performance, Corporate Research & Systems Audit<br>Budgets for Commissioner's Office & Executive Services<br>Division excl. Media, Ministerial & Corporate Communications Unit<br>Less revenue Generated                                                          |                     |
| <b>Regional Support</b>                                                                                                                                                                                                                                                                                                            | \$ 63,854           |
| Regional Services Division Budget                                                                                                                                                                                                                                                                                                  |                     |
| <b>Total</b>                                                                                                                                                                                                                                                                                                                       | <b>\$ 1,149,700</b> |

**WALGETT SHIRE COUNCIL AGENDA**

**NSW RFS District Bids and estimates for 2015-2016**

**REGION:** West

**DISTRICT:** NORTH WEST ZONE

**YEAR:** 2015-2016

| <b>GL Code</b> | <b>Account</b>                    | <b>Amount</b>           |
|----------------|-----------------------------------|-------------------------|
|                | <b>District Staff Estimates</b>   |                         |
| 513120         | Network Provision                 | \$3,248                 |
|                | Vehicle New                       | \$0                     |
|                | Vehicle changeover                | \$29,000                |
| 511010         | Fuel                              | \$16,000                |
| 521000         | Repairs and Maintenance (WF)      | \$4,800                 |
| 511000         | Registration                      | \$1,920                 |
| 511015         | CTP                               | \$2,560                 |
| 511020         | Insurance White Fleet             | \$1,920                 |
| 511030         | Other MV Charges                  | \$4,800                 |
| 518005         | Freight/Transport                 | \$0                     |
| 514100         | Travel                            | \$6,980                 |
| 513111         | Telephone                         | \$10,000                |
| 560145         | Equipment General                 | \$7,000                 |
| 560150         | Equipment Computers               | \$6,400                 |
| 515010         | Information Services              | \$39,552                |
| 513205         | GRN Fees                          | \$112,228               |
| 560510         | Red Fleet Insurance               | \$50,714                |
| 560160         | Radio Base Station Site Fees      | \$15,000                |
| 516005         | Photocopying                      | \$4,000                 |
| 518060         | DSE - Other                       | \$1,500                 |
|                | <b>Total:</b>                     | <b><u>\$317,622</u></b> |
|                | <b>Equipment</b>                  |                         |
| 560100         | AED Maintenance                   | \$0                     |
| 560100         | Other Fire Fighting Equipment     | \$123,500               |
| 560105         | PPE-Personal Protective Equipment | \$60,000                |
| 560155         | Community Safety                  | \$2,500                 |
|                | <b>Total:</b>                     | <b><u>\$186,000</u></b> |
|                | <b>Maintenance/Repairs</b>        |                         |
|                | Maint/Repairs/Running             | \$178,000               |
|                | Telephone Charges                 | \$28,650                |
|                | Utility Charges                   | \$13,000                |
|                | Insurance                         | \$24,000                |
|                | Other                             | \$55,300                |
| 560310         | <b>Total:</b>                     | <b><u>\$298,950</u></b> |

**WALGETT SHIRE COUNCIL AGENDA**

**NSW RFS District Bids and estimates for 2015-2016**

**REGION:** West

**DISTRICT:** NORTH WEST ZONE

**YEAR:** 2015-2016

| <b>GL Code</b> | <b>Account</b>                                 | <b>Amount</b>             |
|----------------|------------------------------------------------|---------------------------|
|                | <b>Hazard Reduction</b>                        |                           |
|                | Hazard Reduction                               | \$111,510                 |
| 560130         | <b>Total:</b>                                  | <b><u>\$111,510</u></b>   |
|                | <b>Reimbursable Items</b>                      |                           |
|                | VASS Reimbursement                             | \$79,853                  |
| 560135         | <b>Total:</b>                                  | <b><u>\$79,853</u></b>    |
|                | <b>Brigade Stations</b>                        |                           |
|                | FCC                                            | \$200,000                 |
|                | Stations                                       | \$140,000                 |
|                | Water Tanks                                    | \$0                       |
| 560125         | <b>Total:</b>                                  | <b><u>\$340,000</u></b>   |
|                | <b>Appliances</b>                              |                           |
| 560115         | New                                            | \$409,141                 |
| 560120         | Used                                           | \$507,507                 |
| 560140         | Other                                          | \$0                       |
|                | <b>Total:</b>                                  | <b><u>\$916,648</u></b>   |
| 560120         | <b>Trade/Dispose</b>                           | <u>\$0</u>                |
| 560510         | Salaries Trainees                              | \$0                       |
| 560510         | Salaries (Inc oncosts)                         | \$420,909                 |
|                | <b>Total:</b>                                  | <b><u>\$420,909</u></b>   |
|                | <b>Equipment Total (net of Trade/Disposal)</b> | <b><u>\$2,250,583</u></b> |
|                | <b>Grand Total:</b>                            | <b><u>\$2,671,492</u></b> |

I hereby certify that above figures are true and fair estimate of the anticipated expenditure from the Rural Fire Fighting Fund in respect of this council for this financial year. The council will comply with Section 109 and 110 of the Rural Fires Act, when meeting its statutory contribution.

\_\_\_\_\_  
General Manager

Date:

**MATTERS GENERALLY FOR BRIEF MENTION OR INFORMATION ONLY FROM DIRECTOR ENGINEERING SERVICES-FEBRUARY 2015**

**REPORTING SECTION:** Engineering Services  
**AUTHOR:** Raju Ranjit – Director of Engineering Services  
**FILE NUMBER:** 11/378

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**Rural Fire Station - Rowena**

The purpose of the project is to build a NSW RFS Brigade Station for the Rowena Rural Fire Brigade located at lot 21, DP 552634 Rowena Street, Rowena, NSW. The existing Rowena Brigade Station had been identified as unsuitable for operational use and has decided to build new one in alignment with the RFS Corporate Plan 2014-2021.

The role of the Walgett Shire Council will be a Contract Manager / Project Manager. The total estimated cost is \$184,000. The current situation of the project is in tender stage. The schedule of the project is as follows:

Tender closing date: 5:00 pm on Friday 20<sup>th</sup> March 2015

Contract award: 27<sup>th</sup> March 2015

Project Completion: 30 June 2015.

**Community Consultation – upgrade of Opal and Pandora Street Intersection, Lightning Ridge**

A community consultation was held on 28 January 2015 at 6:30pm at the Lightning Ridge Bowling club.

The purpose of the consultation was to discuss the project and seek input from the community. Approximately 20 people were present in the meeting and the interaction was quite good. The consultation session finished at 7:30 without any objections.

The schedule of the project is as follows:

Commencement date: 2<sup>nd</sup> March 2015

Completion date: 31<sup>st</sup> March 2015

**Matters for Brief Mention or Information Only – Director Engineering Services**

**Recommendation:**

That the matters listed by the Director of Engineering Services for brief mention or information only be received and noted.

**Moved:**

**Seconded:**

**Attachments:**

Project Initiation Document

## 1 Purpose

This document is used to define the direction and scope of station build projects and forms the basis for its management and the assessment of overall success (as per **SOP 5.1.11-1 Standard Brigade Station Project Initiation and Management**). This form should ideally be completed by the project manager/coordinator and provided to the project board for review and approval.

## 2 Project Outline

### 2.1 Type of Construction

- Fire Control Centre Build
- Station Build
- Upgrade / Refurbishment

### 2.2 Definition

|                                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                                        |                             |
|--------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------|-----------------------------|
| Author / Directorate           | Greg Sim, Zone Manager, North West Zone, NSW RFS                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                        |                             |
| Project Name                   | Rowena Brigade Station                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                                        |                             |
| Project Timeline               | Planned Start                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | 1 March 2015                                                           | Planned Finish 30 July 2015 |
| Project Structure              | Project sponsor:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Stephen Holland – Director of Corporate Services Walgett Shire Council |                             |
|                                | Senior user:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Brian Sheerer – Captain Rowena Brigade                                 |                             |
|                                | Senior supplier:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Greg Sim, Zone Manager, North West Zone, NSW RFS                       |                             |
|                                | Supplier                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Mark Mulheron - District Services Officer North West Zone              |                             |
|                                | Project manager:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Sylvester Otieno Walgett Shire Council                                 |                             |
|                                | Project team:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                                        |                             |
| Background                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                                        |                             |
| Project Purpose                | The purpose of this project is to build a NSW RFS Brigade Station for the Rowena Rural Fire Brigade located at lot 21, DP 552634 Rowena Street, Rowena NSW.                                                                                                                                                                                                                                                                                                                                                          |                                                                        |                             |
| Justification and requirements | Rowena Brigade station has been identified by to be in poor condition and generally not suitable for operational use.                                                                                                                                                                                                                                                                                                                                                                                                |                                                                        |                             |
| Organisational Alignment       | <p>In alignment with the NSW RFS Corporate Plan 2014 - 2021</p> <p>KFA - 5.2 Organisational Capability anticipates and responds to service delivery requirements</p> <p>S8 Utilise technology and innovation to improve infrastructure, systems and processes which enhance organisational and operational capability and capacity</p> <p>A8.3 Implement a coordinated approach to the construction of fixed assets</p> <p>O8.3 Consistent approach to Fire Control Centre and Station planning and construction</p> |                                                                        |                             |

### 2.3 Project Objectives and Success Measures

| Objectives                                                                                                           | Success Measures                                                |
|----------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------|
| To have the draft project initiation document reviewed and completed for approval by the end of December.            | Document completed with changes and submitted by the 31/12/2014 |
| Develop appropriate documentation to satisfy LG procurement needs                                                    | Documentation completed and agreed to by 15/01/2015             |
| To build a suitable station for the Rowena Brigade in accordance to NSW RFS policy and SS with the assistance of LG. | Completion of station by 30/6/2015                              |
| Handover a completed station to the Rowena Rural Fire Brigade ready for occupancy                                    | Final handover and inspection by Brigade Captain 1/8/2015       |

### 2.4 Project Scope

| Scope Inclusions                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>The scope of the project will include:</p> <ul style="list-style-type: none"> <li>• Identify a suitable site and acquire</li> <li>• Gain all appropriate approvals</li> <li>• Produce all required tender documentation, engage in formal tender process and appoint a builder in association with Council requirements</li> <li>• Demolish and remove existing concrete slab</li> <li>• Site preparation</li> <li>• Construct and fit out Station as per design</li> <li>• Relocation of exiting water tank</li> <li>• Completion of all associated groundwork's, paving of driveways and hardstands</li> </ul> |
| Scope Exclusions                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| <p>The scope of the project will <b>not</b> include:</p> <ul style="list-style-type: none"> <li>• The provision any furniture, freestanding storage cupboards, filing cabinets, stores racking etc.</li> <li>• The provision of whitegoods and appliances</li> <li>• Provision of Radios</li> </ul>                                                                                                                                                                                                                                                                                                                 |

## 2.5 Project Risk Identification

| Risk Category              | Description                                                                | Consequence<br>(Insignificant,<br>Minor, Moderate,<br>Major, Extreme) | Likelihood<br>(Highly likely,<br>Likely, Possible,<br>Unlikely, Highly<br>unlikely) | Rating | Treatment                                                                                                                                                                          |
|----------------------------|----------------------------------------------------------------------------|-----------------------------------------------------------------------|-------------------------------------------------------------------------------------|--------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>WH&amp;S</b>            | Unauthorised people(s) gain access to site and cause injury to themselves. | Major                                                                 | Possible                                                                            | High   | Ensure contractor adheres to all required safety requirements. E.g. erects adequate safety fencing signs, safety warning signs and has a check in procedure for all site visitors. |
| <b>Schedule Slippage</b>   | Schedule delays caused by contractors unavailability.                      | Major                                                                 | Possible                                                                            | High   | Gain agreement from contractor on key milestone dates and completion date.                                                                                                         |
| <b>Scope Creep</b>         | Extra works added to specifications as build is in progress.               | Moderate                                                              | Unlikely                                                                            | Low    | Gain agreement from all parties on the specifications prior to the tender process.                                                                                                 |
| <b>Cost Estimation</b>     | Estimations provided in the proposal have been understated                 | Major                                                                 | Possible                                                                            | High   | Ensure adequate contingency has been allocated. Seek expert opinion of overall expected cost.                                                                                      |
| <b>Cost Overrun</b>        | Manufacturers increasing their base prices during construction process.    | Major                                                                 | Possible                                                                            | High   | PT approve variation funded from contingency                                                                                                                                       |
| <b>Mother Nature</b>       | Severe weather impacts on build schedule causing delays.                   | Major                                                                 | Likely                                                                              | High   | Ensure regular meeting/comms between PC, Contractor and Project Board.                                                                                                             |
| <b>Environmental</b>       | Site waste water runoff effects nearby creek                               | Major                                                                 | Unlikely                                                                            | Medium | Ensure contractor has adequate environmental plans in place to effectively deal with site waste.                                                                                   |
| <b>Contract Management</b> | Tender awarded outside of the NSW Procurement standards                    | Moderate                                                              | Unlikely                                                                            | Medium | Ensure council procurement guidelines are consulted during the process                                                                                                             |
|                            |                                                                            |                                                                       |                                                                                     |        |                                                                                                                                                                                    |
|                            |                                                                            |                                                                       |                                                                                     |        |                                                                                                                                                                                    |

### 3 Financial Planning

#### 3.1 Accumulated Project Budget

| Total Funding Required        |                    |
|-------------------------------|--------------------|
| <b>Estimated Project Cost</b> | <b>\$184,800</b>   |
| RFFF Funding / Year           | Funding Allocation |
| Year 1 13/14                  | \$120,800          |
| Carry Over                    | \$32,712           |
| Year 2 14/15                  | \$15,000           |
| M&R Funding                   | \$16,288           |
| <b>Total RFFF Funding</b>     | <b>\$184,800</b>   |

#### 3.2 Project Cost

|     | Product                                   | Contractor            | Cost \$          |
|-----|-------------------------------------------|-----------------------|------------------|
| 1.  | Earthworks                                |                       | \$5,000          |
| 2.  | Sewage or Septic                          |                       | \$5,000          |
| 3.  | Water                                     |                       | \$2,000          |
| 4.  | Plumbing                                  |                       | \$10,000         |
| 5.  | Power (Meter Box. Wiring and Fittings)    |                       | \$10,000         |
| 6.  | Air-conditioner/s                         |                       | \$6,000          |
| 7.  | Slab and apron                            |                       | \$22,000         |
| 8.  | Shed (Constructed)                        |                       | \$70,000         |
| 9.  | Kitchen and/or amenities                  |                       | \$20,000         |
| 10. | Driveway                                  |                       | \$3,000          |
| 11. | Contingency (if required)                 |                       | \$15,000         |
| 12. | Project Management (10% of project costs) | Walgett Shire Council | \$16,800         |
|     | <b>Total</b>                              |                       | <b>\$184,800</b> |

### 3.3 Reimbursement Schedule

| Agreed Number of Reimbursements | Stage or Monthly progress report to be completed prior to Submission of Claim for Reimbursement | Amount to be Claimed \$ | Date Claim to be Made      |
|---------------------------------|-------------------------------------------------------------------------------------------------|-------------------------|----------------------------|
| 1                               | Main Slab Poured                                                                                | \$40,000                | 1 <sup>st</sup> April 2015 |
| 2                               | Lock Up                                                                                         | \$50,000                | 1 <sup>st</sup> May 2015   |
| Final Payment                   | Handover                                                                                        | \$94,800                | 1 <sup>st</sup> July 2015  |

## 4 Project Milestones

Only complete this table for FCC & Station Builds. Upgrade & Refurbishments use table 2.

**Table 1 – FCC and Station Builds**

| Stage 1: Design and Approval                                                                                         | Accumulated % Complete | Certification Required (Council Rep) | Finish Date |
|----------------------------------------------------------------------------------------------------------------------|------------------------|--------------------------------------|-------------|
| Site confirmed and agreed by all parties                                                                             | 0                      |                                      |             |
| Design brief, site plan and site feasibility                                                                         | 5                      |                                      |             |
| Development Application (DA) approved                                                                                | 10                     |                                      |             |
| Tender released                                                                                                      | 15                     |                                      |             |
| Building contract awarded                                                                                            | 20                     |                                      |             |
| Stage 2: Construction                                                                                                |                        |                                      |             |
| Preparatory site works completed                                                                                     | 25                     |                                      | 1/3/2015    |
| Excavation completed                                                                                                 | 30                     | Yes                                  | 1/3/2015    |
| Main slab poured                                                                                                     | 35                     | Yes                                  | 15/3/2015   |
| Framework completed – roof on                                                                                        | 50                     | Yes                                  | 1/4/2015    |
| Lock – up                                                                                                            | 75                     |                                      | 1/5/2015    |
| Fit out complete, paths and landscaping completed, services connected (water, electricity, gas, data, phones, radio) | 85                     |                                      | 20/5/2015   |
| Final inspection                                                                                                     | 90                     | Yes                                  | 15/6/2015   |
| Occupancy - handover to NSW RFS                                                                                      | 95                     |                                      | 20/6/2015   |
| Reimbursement to Council and project closure                                                                         | 100                    |                                      | 1/8/2015    |

## 5 Change & Communications Management

### 5.1 Stakeholder Identification

|                      | No influence    | Little influence | Some influence                                                       | Significant influence                                         |
|----------------------|-----------------|------------------|----------------------------------------------------------------------|---------------------------------------------------------------|
| Significant interest |                 |                  | Local District Office Staff, Senior RFS Volunteer Management Members | DTZ Manager, Walgett Shire Council                            |
| Some interest        | Local Community | CPO              |                                                                      | Group Manager Assets & Infrastructure, Regional Manager, PCG, |
| Little interest      |                 |                  |                                                                      |                                                               |
| No interest          |                 |                  |                                                                      |                                                               |

### 5.2 Stakeholder Communications

| Stakeholder group                     | What information is required                       | How and When is the information conveyed                                  | Who produces and disseminates the information |
|---------------------------------------|----------------------------------------------------|---------------------------------------------------------------------------|-----------------------------------------------|
| Group Manager Assets & Infrastructure | Project progress updates – PCG Report              | PCG Report required every 6-8 weeks                                       | Project Manager/District Office               |
| Project Sponsor Senior Supplier       | Regular progress updates, delays, risks and issues | Phone meetings every 2 weeks, phone calls, emails as necessary            | Project manager, District Office              |
| Project Board                         | Project progress updates, delays, risks and issues | Monthly:<br>2nd Tuesday of each Month                                     | Project Manager, District Office              |
| Regional Manager / Delegate           | Project progress updates, delays, risks and issues | Monthly, phone calls, emails as scheduled or as necessary                 | District Office / Regional Representative     |
| Project Advisory Team                 | Project progress updates, delays, risks and issues | Team meetings, phone calls, emails as scheduled or as necessary           | Project manager, District Office              |
| Volunteer Senior Management Team      | Regular progress updates                           | Face to face meetings every 3 months at SMT meetings, phone calls, emails | District Office                               |

**WALGETT SHIRE COUNCIL AGENDA**

| Stakeholder group | What information is required             | How and When is the information conveyed                                                              | Who produces and disseminates the information |
|-------------------|------------------------------------------|-------------------------------------------------------------------------------------------------------|-----------------------------------------------|
| CPO               | Via the PCG report or by exception       | Face to face meetings, phone calls, emails every 4 weeks or as necessary, PCG Reports every 6-8 weeks | Project Manager, District Office              |
| Local Community   | Article on new station being constructed | Article in local newspaper                                                                            | Project Manager, District Office              |

**5.3 Project Control Group**

Status reporting will be provided to the Project Control Group (PCG) in accordance to the PCG schedule

| Stakeholder group | What information is required | When is the information conveyed | Who produces and disseminates the information |
|-------------------|------------------------------|----------------------------------|-----------------------------------------------|
| PCG/CPO           | A completed PCG Report       | 3rd Tuesday of each month        | Project Manager, District Office              |

## 6 Project Schedule

A detailed project schedule will be signed off and agreed to in the Tender / Building Contract. Once this Building Contract has been awarded, this will form the baseline schedule.

## 7 Project Governance

To ensure that this project meets its obligations under **P7.1.1 Project, Program and Portfolio Management**, the following project structure will be established.

FCC & Station Builds



## 8 Attachments –

- › Attachment 1 - Building Design Drawings
- › Attachment 2 – Copy of DA certificate

14.4 ACTING DIRECTOR URBAN INFRASTRUCTURE SERVICES

***WALGETT LEVEE UPGRADE - GRANT OFFER FROM OFFICE OF ENVIRONMENT & HERITAGE***

**REPORTING SECTION:** Urban Infrastructure Services

**AUTHOR:** Prafulla K.C.-Acting Director Urban Infrastructure

**FILE NUMBER:** 11/357

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**Summary:**

This report recommends that Council endorse the General Manager's actions in accepting a \$2,485,714 million grant offered by the Office of Environment and Heritage (OEH), NSW Government, for the Walgett Levee Upgrade Project.

**Background:**

Council applied for Funding under the Floodplain Management Program for 2014-15 for the Walgett Levee Upgrade Project and has been successful in securing grant funding of \$2,485,714.00 on a 6:1 ratio. As per the funding agreement Council's contribution for the project will be \$414,286.00. The funding agreement has to be accepted, signed and submitted by 5 June 2015.

**Current Position:**

Refurbishment of approximate 7.1 km of the Walgett Levee is now complete. Council applied for additional funding to extend the levee around the Walgett tip and Sewerage Treatment Plant. The total length of the proposed extension is approximately 3.1 km. Grant funding will be allocated towards building the new levee extension.

**Relevant Reference Documents/Policies:**

OEH's grant funding offer

**Governance issues:**

Nil

**Environmental issues:**

A review of environmental factors has been carried out.

**Stakeholders:**

Walgett Shire Council  
Office of Heritage and Environment  
Land and Property Management Authority

**WALGETT SHIRE COUNCIL AGENDA**

Residents of Walgett  
Walgett Shire rate payers  
Levee adjoining land owners  
Aboriginal Community

**Financial Implications:**

Council will need to make available \$414,286.00 for the project as per the funding agreement for the project in FY2014-15.

**Alternative Solutions/Options:**

Reject the Offer, and find it difficult to attract the funds in future.  
Wait until total project cost is made available as a grant.  
Do nothing.

**Conclusion:**

Walgett Levee protects the residents and property within the Walgett township. It is recommended that Council accept the grant offer.

**Walgett Levee Upgrade – Grant Offer from Office of Environment & Heritage**

**Recommendation:**

1. That Council endorse the General Manager's actions in accepting the grant funding of \$2,485,714.00 offered by the Office of Environment and Heritage.
2. Council shall contribute \$414,286 on a basis of a 6:1 ratio for the Walgett Levee Refurbishment Program in FY2014-15.

**Moved:**

**Seconded:**

**Attachments:**

Letter received from Robert Stokes MP dated 6 January 2015



**Rob Stokes MP**  
Minister for the Environment  
Minister for Heritage  
Minister for the Central Coast  
Assistant Minister for Planning

DOC14/263730

Mr Donald Ramsland  
General Manager  
Walgett Shire Council  
PO Box 31  
WALGETT NSW 2832

RECEIVED 12 JAN 2015

Dear Mr Ramsland

I refer to Walgett Shire Council's application requesting financial assistance under the 2014-15 Floodplain Management Program.

I am pleased to advise that the NSW Government is making the following offer of financial assistance under the Program:

| Reference Number | Project                         | Grant Amount |
|------------------|---------------------------------|--------------|
| 2014-15-FM-0132  | Walgett Levee Upgrade - Stage 3 | \$2,485,714  |

Staff from the Office of Environment and Heritage (OEH) will be in contact with you shortly to finalise the terms and conditions of the funding offer. If you have any questions about the offer, Leah Andrews, Senior Team Leader, Contestable Grants - Coast, Estuary and Flood, Regional Operations Group, OEH can be contacted on 02 9895 6533 or by email at [leah.andrews@environment.nsw.gov.au](mailto:leah.andrews@environment.nsw.gov.au).

Congratulations on your successful application and I wish you every success.

Yours sincerely

**Robert Stokes MP**  
**Minister for the Environment**  
6 January 2015

**MATTERS GENERALLY FOR BRIEF MENTION OR INFORMATION FROM ACTING DIRECTOR URBAN INFRASTRUCTURE SERVICES – FEBRUARY 2015**

**REPORTING SECTION:** Urban Infrastructure Services

**AUTHOR:** Prafulla KC-Acting Director-Urban Infrastructure Services

**FILE NUMBER:**

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**1. Water Restriction Policy**

It was reported at the December Council meeting that a detail report regarding a revised water restriction policy will be presented to Council for endorsement. However the proposed water restriction policy has to be revised in conjunction with the new Drought Management Plan that is currently being developed as part of the LMWUA project. It is envisaged that both the water restriction policy and updated Drought Management Plan shall be tabled to Council for endorsement and adoption once completed.

**2. Walgett Levee Refurbishment Stage 4**

Stage 4 of the Walgett Levee Refurbishment project is now complete and it was handed to Council on 3 February 2015. A total of 3815m of levee was refurbished in this section. The works undertaken includes earthwork, flood gates, pipe work, new pump stations, gates and culverts.

**3. Spider Brown Oval Lightning Ridge**

The ground refurbishment of Spider Brown Oval is continuously progressing. As at today's date the progress is satisfactory. Council staff are regularly monitoring the ground conditions and taking necessary actions as required. It is envisioned that the ground will be ready for the next season.

|                                                                                                |
|------------------------------------------------------------------------------------------------|
| <b>Matters Generally for Brief Mention or Information Only – Urban Infrastructure Services</b> |
|------------------------------------------------------------------------------------------------|

**Recommendation:**

That the matters listed for brief mention or information is received, noted and endorsed.

**Moved:**

**Seconded:**

**Attachments:**

Nil