



# **WALGETT SHIRE COUNCIL**

## **AGENDA**

**24 November 2009**

*RAY KENT*  
*General Manager*

WALGETT SHIRE COUNCIL AGENDA



17 November 2009

Walgett Shire Council  
PO Box 31  
WALGETT NSW 2832

**NOTICE IS HEREBY GIVEN** that the Ordinary Meeting of Walgett Shire Council will be held in the **Burren Junction RSL Club commencing at 10.00am.**

**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**

The General Manager apologises for non attendance at the November Council Meeting.

**4. Welcome to Visitors**

**5. Public Forum Presentations**

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

- Presentation by representative of Burren Junction Precinct Committee
- Presentation from Council's Auditors Spencer Steer related to item 12 - 2008-2009 Audited Financial Statements and Audit Report

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

**7. Confirmation of Minutes**

**8. Reserve Trust Management Committee Reports**

**9. Mayoral Minutes**

1. Walgett Shire Council Mayoral Minute ..... 31

## WALGETT SHIRE COUNCIL AGENDA

<b>10. Motions of which Notice has been given</b>	
<b>11. Presentation of Petitions</b>	
<b>12. Councillor's Questions with Notice</b>	
Councillor Greenaway .....	35
<b>13. Reports of Delegates and Representatives</b>	
2. Minutes of the Orana Regional Organisation of Councils .....	37
3. Minutes of the Western Division Group of the Shires Association of NSW .....	44
4. Lightning Ridge Mining Board Minutes.....	54
5. Castlereagh Macquarie County Council Minutes.....	62
6. Walgett Local Emergency Management Committee .....	68
<b>14. Reservation of items for Debate</b>	
<b>15. Reports of Officers</b>	
<b>GENERAL MANAGER</b>	
7. Lightning Ridge Precinct Committee – Minutes of Meetings .....	75
8. Possible Compulsory Acquisition of the site of the Burren Junction Bore Baths .....	77
9. Australia Day 2010 .....	80
<b>DIRECTOR CORPORATE AND COMMUNITY SERVICES</b>	
10. Annual Report.....	83
11. Integrated Planning Requirements.....	85
12. 2008-2009 Audited Financial Statements and Audit Report .....	93
13. Cash on hand and Investment Report as at 30 September 2009 .....	95
14. Quarterly Budget Review as at 30 September 2009 .....	98
15. New Expenditure Proposals 2009/10 .....	104
16. Report on Youth Development and Services (July 2009 – October 2009).....	106
17. Main Street Beautification - Walgett.....	117
18. Walgett District Historical Society .....	118
19. Community Development and Tourism Quarterly Report (July - October 2009) .....	120
20. Draft Community Consultation Procedures .....	123
21. Community Plan 2010 - 2014.....	136
22. Occupational Health & Safety .....	138
<b>DIRECTOR PLANNING AND REGULATORY SERVICES</b>	
23. Development and Complying Development Certificate Applications .....	146
24. Local Approvals Policy, Onsite Sewerage Management System Exemptions .....	149
25. State of the Environment Report.....	160
<b>DIRECTOR URBAN INFRASTRUCTURE SERVICES</b>	
26. Waste Management Advisory Group .....	162

**DIRECTOR RURAL INFRASTRUCTURE AND SUPPORT SERVICES**

27.	NSW Rural Fire Service North West Zone Service Level Agreement: 2009 - 2018 Strategic Plan .....	172
28.	Procedures - Hire of Grandstand Trailer .....	214
29.	RTA Regional Roads REPAIR Program - Applications for 2010/2011.....	222
30.	New South Wales Grain Freight Review - September 2009.....	224
31.	NSW Rural Fire Service North West Zone Service Level Agreement and Bush Fire Management Committee Meetings .....	232

**16. Reports of Committees**

**17. Questions without notice from Councillors**

**18. Confidential Reports/Closed Council Meeting**

**DIRECTOR CORPORATE AND COMMUNITY SERVICES**

1.	Namoi House Incorporated .....	3
----	--------------------------------	---

**DIRECTOR RURAL INFRASTRUCTURE AND SUPPORT SERVICES**

2.	Contract for the Supply & Delivery of Bulk Cationic Rapid Setting (CRS) Bitumen Emulsion – Regional Procurement tender T30910OROC .....	5
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**19. Close of Meeting**

### 3. Apologies

The General Manager apologises for non attendance at the November Council Meeting.

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

### 7. Confirmation of Minutes



## WALGETT SHIRE COUNCIL

## MINUTES

**27<sup>th</sup> October 2009**

*RAY KENT*  
General Manager

# WALGETT SHIRE COUNCIL AGENDA

## WALGETT SHIRE COUNCIL MINUTES

### MINUTES OF THE MEETING OF THE WALGETT SHIRE COUNCIL HELD AT THE WALGETT COUNCIL CHAMBERS ON TUESDAY 27 OCTOBER 2009 COMMENCING AT 10:23AM

#### PRESENT

Clr I Woodcock (Mayor)  
Clr Colless (Deputy Mayor)  
Clr Martinez  
Clr K Smith  
Clr L Walford  
Clr R Greenaway  
Clr D Lane  
Mr R Kent (General Manager)  
Mr I Taylor (Director, Rural Infrastructure & Support Services)  
Mr F Coralde (Director, Urban Infrastructure Services)  
Ms C Medcalf (Director, Corporate and Community Services)  
Mr M Goodwin (Director, Planning and Regulatory Services)  
Mrs J Campbell (Minute Secretary)

#### Apologies

Clr J Keir  
Clr G Murray

#### 311/09 Apologies

##### Resolution:

1. That apologies be accepted from Clr Keir and Clr Murray and leave of absence granted.

**Moved:** Clr Grenaway

**Seconded:** Clr Walford

**CARRIED**

#### Welcome to Visitors

*The Mayor welcomed all visitors to the meeting.*

#### Public Forum Presentations

##### Dianne French – Item 7 - Motor Sports Track

- Spoke on a request from the Motor Sports Club regarding looking for land to get club up and running

# WALGETT SHIRE COUNCIL AGENDA

## WALGETT SHIRE COUNCIL MINUTES

### Virginia Robinson - Dharriwa Elders Group - Item 14 – Aboriginal Heritage Study

Raised issues regarding the following:

- There is little communication between Council and the Elders Group
- Council should be undertaking a thorough research of Aboriginal Heritage in the Shire
- The budgeted amount will not cover the thorough research that is needed.

### Jack Baker – Walgett Ratepayers Association

Spoke on the following:

Item 2 – Walgett Local Area Traffic Committee

- Road trains should not be directed through residential streets, they should be kept to the main highways.

Item 8 – Walgett Liquor Accord Minutes of Meeting

- Most of this information is now out of date due to a meeting held last week.

Item 19 – Water Restriction Policy

- Why do we have water restrictions at all when we have a high river flow.
- We should be ensuring that Walgett gets a decent water supply all the time and the height of the weir should be restored.

### Declaration of Pecuniary/Non Pecuniary Interests

Clr Greenaway declared a pecuniary interest in item 20 –Tenders – Plant Hire

### Confirmation of Minutes

312/09	Confirmation of Minutes
<b>Resolution:</b>	
1. That the minutes of the Council Meeting held 29 September 2009 be confirmed.	
<b>Moved:</b>	Clr Lane
<b>Seconded:</b>	Clr Smith
<b>CARRIED</b>	

### Reserve Trust Management Committee Reports

Nil

### Mayoral Minutes

Nil

**Motions of which notice has been given**

313/09	Notice of Motion - Installing Rainwater Tanks
<b>Resolution:</b>  That the Council encourages all households and businesses in the Shire to install rainwater tanks on their premises for use in their sewage, laundry and gardens and Council advertise and promote to residents the subsidies that are available.  <b>Moved:</b> Clr Colless <b>Seconded:</b> Clr Lane  <b>CARRIED</b>	

**Presentation of Petitions**

Nil

**Councillors Questions with Notice**

**Councillor Murray**

**Question 1:**

When will the Burren Junction Bore Baths re-open?

**Response:**

The Director Urban Infrastructure Services advised that we are continually monitoring the water level at the evaporation pond. Once the desired level is reduced to more than 500mm from the top of the levee the bore bath can re-open. He anticipated the Baths would be re-opened on Monday 9<sup>th</sup> November.

**Question 2:**

What has been done to remediate the Carinda garbage tip?

**Response:**

The Director Urban Infrastructure Services advises that no remediation as at this date. The current funding available is \$5,000 and this is for minor maintenance. Variation of budget request has been submitted for \$40,000 for consideration at Quarterly Budget review at November Council Meeting. This money would allow the following works to be undertaken:

1. Cleaning, removal and appropriate disposal of scattered debris, junk and litter inside and outside the landfill area.
2. Consolidation/compaction of already disposed waste
3. Transport clean fill material to cover compacted waste
4. Open new, deeper rubbish cell (inside the landfill area)
5. Fabricate little protection wire fence to minimize proliferation of flying litter.

## WALGETT SHIRE COUNCIL AGENDA

### WALGETT SHIRE COUNCIL MINUTES

#### Question 3:

What has been done about the water under the Carinda Pub which is also lying in the street?

#### Response:

The Director Planning and Regulatory Services advises that about 18 months ago the plumbing under the Pub was replaced given that it was old and appeared to be the source of the water. Subsequently the problem has re-appeared. Inspections by Council's Senior Health and Building Surveyor, combined with anecdotal evidence, suggests that the profile of the land on which the pub is located has been changed in recent years and this may be leading to stormwater draining into and being retained in the cellar. The occupier of the pub has engaged a plumber to review the situation with a view to resolving it.

#### Councillor Greenaway

#### Question 1:

Could Council be given the amount of money spent on each item in the construction of the Primitive Camping Area at Collarenebri?

#### Response:

The Director Corporate and Community Services advises that the cost of construction of the Primitive Camping Area was \$36172, all inclusive quote so breakdown not available. This includes materials and administrative costs.

314/09	Murdi Paaki – Request for Invoice
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#### Resolution:

That Murdi Paaki Regional Enterprise be contacted and asked to provide Council with a detailed invoice of works carried out in projects for Walgett Shire Council.

**Moved:** Clr Woodcock

**Seconded:** Clr Greenaway

**CARRIED**

#### Question 2

What are the conditions and the hiring fee in regards to the Portable Grandstand owned by the Shire?

#### Response:

The Director Rural Infrastructure and Support Services advises that the Portable Grand Stand is hired in accordance with Council's Procedure AFM - Quoting Council Plant and Vehicle Hire (attached). The grandstand must be delivered by a council employee as per the procedure.

The hire cost is subject to the location to which it is delivered ex Walgett Depot. Currently it would be approximately \$6.71/hour plus \$6.50 per kilometre from Walgett Depot.

# WALGETT SHIRE COUNCIL AGENDA

## WALGETT SHIRE COUNCIL MINUTES

WSC Procedure AFM –Quoting Council Plant and Vehicle Hire

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### AFM – QUOTING COUNCIL PLANT AND VEHICLE HIRE

Approval Date:

Review Date:

August 2011

Responsible Officer:

Director Rural Infrastructure and Support Services

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#### Objective

Walgett Shire Council will ensure that quotations for the hire of council plant, vehicles and equipment are done in an accurate and transparent manner.

#### Council Policy Reference

AFM – Purchasing Policy

#### Statutory Requirements

[Local Government Act 1993](#)

[Local Government \(General\) Regulation 2005](#)

[Local Government Code of Accounting Practice and Financial Reporting](#)

#### Related Policy/Procedure

AFM – Financial Management and Control

# WALGETT SHIRE COUNCIL AGENDA

## WALGETT SHIRE COUNCIL MINUTES

WSC Procedure AFM –Quoting Council Plant and Vehicle Hire

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### Quoting Council Plant and Vehicle Hire

#### Quotations for Hire

The following procedure will apply for providing quotations for the hire of council plant, vehicles and equipment:

- a) Plant quotations must be in accordance with the current council Management Plan (Fees and Charges).
- b) Availability of most plant is limited and council reserves the right to deny the availability of any plant not in serviceable condition or where making the plant available would potentially interrupt delivery of council's core services.
- c) All plant (including vehicles and other equipment) must be hired with a council employee as operator.
- d) Council *may* have adopted rates in its current Management Plan for specific conditions, such as grader hire to ratepayers during normal working hour associated with adjacent works in progress – these over-ride this procedure.
- e) Initial or general enquiries about plant hire should be directed to the Support Services Coordinator, who will confirm plant availability and liaise with the relevant technical or other officer to which particular plant items are normally allocated.
- f) Plant Hire Quotations may be made by any of the following positions:
  - Director Rural Infrastructure and Support Services
  - Director Urban Infrastructure Services
  - Roads and Bridges Engineer
  - Urban Utilities Engineer
  - Urban Services Coordinator
  - Technical Officer - Highways
  - Technical Officer – Road Maintenance
- g) The quoted rate(s) shall comprise the sum of the following items (1) + (2) + (3) + (4):
  - 1) **The (internal) plant hire rate found in Authority** – this is found in the Engineering – Plant module and is maintained by the Support Services Coordinator. They are reviewed on an as-required basis and may change over the course of a financial year. The rate covers the operating, maintenance and replacement cost of the plant item.
  - 2) **Council employee rate(s) from Payroll** – Select the actual staff that will be operating the plant and determine whether they will be working normal or overtime etc. The rate must cover the employee wages, leave entitlements, other allowances and council's payroll function. This is derived from the pay rate in Authority plus the labour overhead. See AFM – Cost Margins & Overheads on Council Works and Services. Where an employee is hiring the equipment

## WALGETT SHIRE COUNCIL AGENDA

### WALGETT SHIRE COUNCIL MINUTES

WSC Procedure AFM –Quoting Council Plant and Vehicle Hire

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*and* they are a competent and licensed operator of the plant, they are not charged for their own time.

- 3) **Administration charge** – this is the currently adopted rate to cover council's administrative overheads (management, finance, etc) It is applied to (1) + (2). See AFM – Cost Margins & Overheads on Council Works and Services.
  - 4) **Profit margin** - If Council submits an offer to provide commercial hire (hire where similar plant / vehicles are available in the region), it should, as a minimum, comply with the principle of Competitive Neutrality under the National Competition Policy. This involves making an allowance for the payment of all taxes or tax equivalent payments that a private firm would pay, such as payroll tax and stamp duty. See AFM – Cost Margins & Overheads on Council Works and Services.
- h) **Rates only to be provided** – Council does not provide lump sum quotations unless it is approved by the General Manager or Director Rural Infrastructure and Support Services. The hirer shall be charged the actual cost based on the above rates.

# WALGETT SHIRE COUNCIL AGENDA

## WALGETT SHIRE COUNCIL MINUTES

WSC Procedure AFM – Cost Margins & Overheads on Council Works and Services

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## AFM – COST MARGINS & OVERHEADS ON COUNCIL WORKS AND SERVICES

Approval Date:

Review Date: August 2011

Responsible Officer: Director Rural Infrastructure and Support Services

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### Objective

Walgett Shire Council will define what the minimum rates of certain overheads and margins are to be applied to the costs of Council Works and Services.

### Council Policy Reference

Council Policy Reference  
AFM – Purchasing Policy

### Statutory Requirements

[Local Government Act 1993](#)

[Local Government \(General\) Regulation 2005](#)

[Local Government Code of Accounting Practice and Financial Reporting](#)

### Related Policy/Procedure

AFM – Financial Management and Control

AFM – Fraud Control

AFM – Quoting Council Plant and Vehicle Hire

AFM – Quoting Contract Civil Works and Services

# WALGETT SHIRE COUNCIL AGENDA

## WALGETT SHIRE COUNCIL MINUTES

WSC Procedure AFM – Cost Margins & Overheads on Council Works and Services

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### Cost Margins & Overheads on Council Works and Services

#### Overhead and Margin Rates

Margin	Rate	Applied to	Purpose
Labour on-cost	46.0%	Wages & Salary Rates including overtime	Cover all leave, payroll, and related entitlements
Full-service Sub-contract Administration	2.5%	Contract Price of Service	Cover financial administration and management
Project Management Only	5.0%	Contract Prices where a consultant is providing design, documentation, & construction surveillance	Cover financial administration and management
General Administration	22.0%	All Labour (including on-cost), plant, materials, other than full-service sub-contracts, and Project Management Only activities	Cover financial administration, management, and staff training
Profit Margin	30%	Additional margin applied to all costs (including margins) for private works projects	Meet National Competition Policy requirements for competitive neutrality

# WALGETT SHIRE COUNCIL AGENDA

## WALGETT SHIRE COUNCIL MINUTES

10.56am Clr Walford left the meeting

315/09	Hire of Grandstand
<b>Resolution:</b>	
That the Director Rural Infrastructure and Support Services prepare a report to the next Council meeting on costing for hire of the portable grandstand.	
<b>Moved:</b>	Clr Greenaway
<b>Seconded:</b>	Clr Colless
<b>CARRIED</b>	

### Question 3:

Is there Aboriginal Cultural Awareness Training for the Staff and/or Councillors? If so who is the facilitator and what is the reason?

### Response:

The Director Corporate and Community Services advises that there is Cultural Awareness Training for all staff. We are also providing training for other organisations in the area for a fee. The facilitator is Jenny Trindall, Council's Aboriginal Liaison Officer. The purpose of this training is to better equip Council staff to deal equitably with the local Indigenous community. It is also used to broaden and encourage the understanding of same to lessen Council's exposure to potential discrimination actions. It is considered best practice in areas where there is a significant Indigenous population. Some Councils are doing it even where there isn't a significant Indigenous population for the reasons already stated.

Recommendation 18 of the Walgett Shire Council Aboriginal Community Development & Reconciliation Plan adopted on the 15<sup>th</sup> April 2008:

*"that Council provides Cultural Awareness training to all Council staff on an annual basis as part of its induction process"*

11.00am Clr Walford returned to meeting.

**Reports of Delegates and Representatives**

316/09	Castlereagh Local Area Command Community Safety Precinct Committee Minutes
<b>Resolution:</b>	
1. That The Minutes of the 16 September meeting of the Castlereagh Local Area Command Community Safety Precinct Committee be noted.	
<b>Moved:</b> Clr Greenaway	
<b>Seconded:</b> Clr Smith	
<b>CARRIED</b>	

317/09	Walgett Local Area Traffic Committee
<b>Motion:</b>	
1. That Council note and adopts the recommendations of the meeting of the Local Area Traffic Committee on 20 August 2009 and 15 October 2009.	
<b>Moved:</b> Clr Walford	
<b>Seconded:</b> Clr Greenaway	
<b>AMENDMENT</b>	
1. That Council note and adopts the recommendations of the meeting of the Local Area Traffic Committee on 20 August 2009 and 15 October 2009.	
2. That Council advise the RTA that it is of the view that Wee Waa Street between Peel and Fox Streets should remain open to Road Trains and B Doubles.	
<b>Moved:</b> Clr Colless	
<b>Seconded:</b> Clr Martinez	
<b>CARRIED AND BECAME MOTION</b>	
<b>MOTION CARRIED</b>	

## WALGETT SHIRE COUNCIL AGENDA

### WALGETT SHIRE COUNCIL MINUTES

318/09	NSW Rural Fire Service North West Zone Service Level Agreement and Bushfire Management Committee Meetings
<b>Resolution:</b>	
That Walgett Shire Council resolve to:	
<ol style="list-style-type: none"><li>1. Note the draft minutes of the North West Zone NSW Rural Fire Service meeting held in accordance with the Service Level Agreement with its constituent councils June 2009.</li><li>2. Note the draft minutes of the North West Zone NSW Rural Fire Service Bush Fire Management Committee meeting March 2009</li></ol>	
<b>Moved:</b> Clr Walford <b>Seconded:</b> Clr Smith	
<b>CARRIED</b>	

#### Reservation of items for Debate

Nil

#### Reports of Officers

Council received a presentation from Busy Street consultants.

319/09	Tourism Branding
<b>Resolution:</b>	
<ol style="list-style-type: none"><li>1. That Council receive the draft report.</li></ol>	
<b>Moved:</b> Clr Greenaway <b>Seconded:</b> Clr Lane	
<b>CARRIED</b>	

320/09	Lightning Ridge Precinct Committee Minutes of Meetings
<b>Resolution:</b>	
<ol style="list-style-type: none"><li>1. That the Minutes of the August meeting of the Lightning Ridge Precinct Committee be noted.</li><li>2. That the Minutes of the October Meeting of the Lightning Ridge Precinct Committee be noted.</li></ol>	
<b>Moved:</b> Clr Martinez <b>Seconded:</b> Clr Lane	
<b>CARRIED</b>	

## WALGETT SHIRE COUNCIL AGENDA

### WALGETT SHIRE COUNCIL MINUTES

<b>321/09</b>	<b>Collarenebri Precinct Committee Minutes of Meetings</b>
<b>Resolution:</b>	
1. That the Minutes of the August meeting of the Collarenebri Precinct Committee be noted.	
<b>Moved:</b>	Clr Greenaway
<b>Seconded:</b>	Clr Smith
<b>CARRIED</b>	
<b>322/09</b>	<b>Local Government Engagement with the Murdi Paaki Regional Assembly</b>
<b>Resolution:</b>	
1. That Council support the proposal for an annual consultation between the Murdi Paaki Regional Assembly and the Councils of the Region and that the Mayor and General Manager represent Council at the first consultation scheduled for 25 <sup>th</sup> November 2009 in Cobar.	
<b>Moved:</b>	Clr Lane
<b>Seconded:</b>	Clr Walford
<b>CARRIED</b>	
<b>323/09</b>	<b>Request for Land for a Motor Sports Track and Training Centre – Lightning Ridge</b>
<b>Resolution:</b>	
1. That Council seek the views of the Club on the alternative identified site.	
2. That Council's Solicitor provide recommendations regarding appropriate licence/lease conditions.	
3. That a further report be placed before Council as Reserve Trust Manager covering matters addressed in items 1. and 2. above and including recommendations in respect of fees to be charged.	
<b>Moved:</b>	Clr Martinez
<b>Seconded:</b>	Clr Lane
<b>CARRIED</b>	

## WALGETT SHIRE COUNCIL AGENDA

### WALGETT SHIRE COUNCIL MINUTES

<b>324/09</b>	<b>Walgett Liquor Accord Minutes of Meeting</b>
<b>Resolution:</b>	
1. That Council notes the minutes of the Walgett Liquor Accord.	
<b>Moved:</b>	Clr Colless
<b>Seconded:</b>	Clr Greenaway
<b>CARRIED</b>	
<b>325/09</b>	<b>Delegations from Council to the Mayor, Deputy Mayor and General Manager</b>
<b>Resolution:</b>	
1. That Council delegates to Councillor Ian Woodcock, all powers and duties necessary for the Mayor under Section 226 of the Local Government Act 1993 and to Councillor Geoffrey Colless, all powers and duties necessary for the Deputy Mayor under Section 231(3) of the Local Government Act 1993, with the exception of those functions listed under Section 377 (1) of the Local Government Act 1993 as being beyond the power to delegate.	
2. That Council delegates to Mr Raymond Kent, all powers and duties necessary to carry out the functions of General Manager under Section 335 of the Local Government Act 1993 with the exception of those functions listed under Section 377 (1) of the Local Government Act 1993 as being beyond the power to delegate.	
<b>Moved:</b>	Clr Lane
<b>Seconded:</b>	Clr Walford
<b>CARRIED</b>	
<b>326/09</b>	<b>Regional Infrastructure Projects Update Report</b>
<b>Motion:</b>	
1. That Council approves the re-allocation of funds as per the proposals in Table 1	
<b>Moved:</b>	Clr Lane
<b>Seconded:</b>	Clr Martinez
<b>AMENDMENT:</b>	
That Council approves the re-allocation of funds as per the proposals in Table 1 provided that amounts are adjusted in the second round of the funding equal to the total allocation in Table 2.	
<b>Moved:</b>	Clr Greenaway
<b>Seconded:</b>	Clr Colless
<b>CARRIED AND BECAME MOTION</b>	
<b>MOTION CARRIED</b>	

## WALGETT SHIRE COUNCIL AGENDA

Table One

Project	Status	\$'s allocated	\$'s spent and committed	Difference	Proposal
Walgett – Primitive Camping Ground	Work on camp ground completed. Disabled toilet quoted and about to commence	84,500/74,500*	41,250	33,250	Allocate to Walgett lighting
Collarenebri – Primitive Camping Grounds	Work on camp ground completed. Dump point quoted and about to be installed.	65,000	51,972.73	13,027.27	Re-allocate to Collarenebri Skate park
Carinda Playground	Playground installed week beg 22 June 09 Work completed.	41,500/51,500*	48,604.87	2,895.13	After re-allocations Erect signs for children crossing if possible
Lightning Ridge Skate Park	Skate park installed. Fencing to be erected (by Bush Safari) and shade and seat	72,000	80,427	(8,427)	(7194.36) after re-allocations
Collarenebri Skate Park	Work completed.	67,000	77,671.46	(10,671.46)	With allocation 2,355.81
Lightning Ridge Gem Gardens	Project completed.	4,500	4,500	Nil	N/A
Cumborah Parks	Work to commence 13/10 and shade to play area installed 19/10. See comments in discussion section	6,000	6,000 for commencement of park work and shade	Nil	Approve finalisation of shading project with next round funding
Lightning Ridge VIC extension	VIC and Opal FM now licensed to occupy. See comments in discussion section	21,000	Not commenced – see discussion point in Table 2	21,000	Carry over to next round and re-allocate monies for immediate project in LR
Lightning Ridge VIC toilets upgrade	Plumbing painting etc been carried out, completed shortly.	10,000	10,000	Nil	N/A
Burren Junction Bore Baths	Work commenced on shade, showers and cementing. Completed shortly.	52,500	36,137.54	16,362.46	Allocate to Light Ridge Skate Park Start work on park as next round funding won't allow all recommended works to be undertaken

27 October 2009

Page 16 of 27

### WALGETT SHIRE COUNCIL MINUTES

Lightning Ridge Bike Racks	Bike Racks installed, project completed.	2,500	1479.36	1,020.64	Re-allocate to LR skate park
Rowena Parks	Work yet to commence, scheduled to complete prior to 31 October.	6,000	6000	Nil	
Lightning Ridge cemetery and parks improvements	Work completed on upgrade car park at Lions Park with gravel re-sheet. Seats to be purchased and installed at cemetery and Apex Park upgrade to be undertaken	17,000	16,750	250	Re-allocate to LR Skatepark
Walgett CBD and town lighting	Purchase order and acceptance of quotes sent to Country Energy, work scheduled. See comments in discussion section	43,000	34531.64 3 <sup>rd</sup> quote for Fox Street received for \$32,000	8,468.36 + (32,000)= (23,531.64)	With allocation +9,718.36 Allocate to bar b q in 1 or 2 areas suggested in Round 2

\*At time of last report to Federal Government Carinda was clearly going to be over budget and a \$10,000 redistribution was requested and approved. Each re-distribution has to be documented and approved by the Department which is done by phone initially then in writing as has occurred with Carinda.

Table 2

Project	\$'s Allocated Round 1	\$'s Allocated Round 2 (July Meeting)	Total Allocation
Walgett	74,500 +43,000	60,000	177,500
Collarenebri	65,000 +67,000	23,000	155,000
Carinda	51,500	15,000	66,500
Lightning Ridge	72,000 + 4,500 + 21,000* +10,000 +2,500 +17,000	40,000	167,000
Cumborah Parks	6,000	15,000	21,000
Burren Junction	52,000	20,000	72,000
Rowena	6,000	15,000	21,000
Come By Chance		5,000	5,000
<b>Total</b>	<b>492,000</b>	<b>193,000</b>	<b>685,000</b>

27 October 2009

Page 17 of 27

## WALGETT SHIRE COUNCIL AGENDA

12:38pm Clr Lane left the meeting

327/09	Regional Infrastructure Projects Allocation
<b>Resolution:</b>	
1. That the allocated funding in round 2 be applied for projects from the following list:	
<u>WALGETT</u>	
<ul style="list-style-type: none"><li>• Trevallion Park Bar-b-q be upgraded and turf provided particularly around kiosk area</li><li>• Bar-b-q installed at Apex Park</li><li>• Upgrade Bar-b-q at Gray Park</li><li>• Upgrade Festoon Lighting in CBD Fox Street.</li><li>• Restore the Astronomical Survey Mark, fixed by Surveyor Dewhurst used for all original subdivisions of the town of Walgett and environs</li><li>• Children's play equipment (for younger age group) in Apex Park</li><li>• Fencing skatepark,</li></ul>	
<u>BURREN JUNCTION</u>	
<ul style="list-style-type: none"><li>• Shaded seating picnic area</li><li>• Water reticulation around park</li><li>• Demountable toilet in park</li><li>• Extra (park) equipment</li></ul>	
<u>CARINDA</u>	
<ul style="list-style-type: none"><li>• Reseal Tennis Courts</li></ul>	
<u>COLLARENEBRI</u>	
<ul style="list-style-type: none"><li>• Tennis courts upgrade by re-connecting toilets</li><li>• Mark 1 court for netball</li><li>• Install 2 mobile goal posts</li><li>• Install lighting to courts</li><li>• Playground equipment for young children</li></ul>	
<u>ROWENA</u>	
<ul style="list-style-type: none"><li>• Upgrade grandstand</li></ul>	
2. That Authority be delegated to the Mayor to determine the allocation of funds in Lightning Ridge following consultation with the local councillors.	
<b>Moved:</b>	Clr Walford
<b>Seconded</b>	Clr Colless
<b>CARRIED</b>	

1.03pm Clr Lane Returned to the Meeting

1.04pm Adjourned for Lunch  
1.36pm Returned from Lunch

## WALGETT SHIRE COUNCIL AGENDA

### WALGETT SHIRE COUNCIL MINUTES

<b>328/09</b>	<b>Cash on Hand and Investment Report as at 30<sup>th</sup> September 2009</b>
<b>Resolution:</b>	
1. That the cash on hand and investment report as at 30 September 2009 be received by Council.	
<b>Moved:</b>	Clr Greenaway
<b>Seconded:</b>	Clr Colless
<b>CARRIED</b>	
<b>329/09</b>	<b>Lightning Ridge Urban Expansion</b>
<b>Resolution:</b>	
1. That Walgett Shire Council consider establishing a capital budget line item for the Fantasia and Lappkalle Street urban expansion project of \$50,000 at the quarterly budget review to be considered at the November Council meeting	
<b>Moved:</b>	Clr Walford
<b>Seconded:</b>	Clr Lane
<b>CARRIED</b>	
<b>330/09</b>	<b>Aboriginal Heritage Study Expressions of Interest</b>
<b>Resolution:</b>	
That Walgett Shire Council resolve to:	
1. Increase Council's budgeted expenditure for the Walgett Shire Aboriginal Heritage Study from \$30,000 to \$38,000.	
2. Note that of the budgeted expenditure, \$36,000 will be applied directly to the heritage study while the remaining \$2,000 will be applied to advertising and meeting related expenses.	
3. Authorise the General Manager to accept a revised expression of interest from Australian Museum Business Services to undertake the Walgett Shire Aboriginal Heritage Study, provided that:	
a. It is based on a budget of \$36,000.	
b. The revised expression of interest contains an appropriate increase in the amount of local consultation meetings within the Walgett Shire.	
<b>Moved:</b>	Clr Smith
<b>Seconded:</b>	Clr Walford
<b>CARRIED</b>	

## WALGETT SHIRE COUNCIL AGENDA

### WALGETT SHIRE COUNCIL MINUTES

331/09	Rural Addressing Road Name Amendment
<p><b>Resolution:</b></p> <p>That Walgett Shire Council resolve to:</p> <ol style="list-style-type: none"><li>1. Adopt the name Bushs Road for the western portion of SR112 Brewon Road, as shown in the map included with this report as Attachment C.</li><li>2. Submit the amended name to the Geographical Names Board of NSW and request that it be gazetted as a formal road name.</li><li>3. Notify John Cole and Christopher Priestly of this resolution.</li></ol> <p><b>Moved:</b> Clr Greenaway <b>Seconded:</b> Clr Colless</p> <p><b>CARRIED</b></p>	
332/09	Dogs on the Preserved Opal Fields
<p><b>Resolution:</b></p> <p>That Walgett Shire Council resolve to:</p> <ol style="list-style-type: none"><li>1. Write to the Western Lands Commissioner of the Land and Property Management Authority and request that it take immediate steps to impose a condition on any residential Western Lands Lease it grants on the 'preserved' opal fields restricting the number of dogs that can be kept to one, because:<ol style="list-style-type: none"><li>(a) Historically the number of dogs associated with mining camps was managed in part due to a condition on residential Mineral Claims requiring claim holders to keep no more than one dog.</li><li>(b) Not maintaining such a condition on Western Lands Leases is very likely to result in an increase in dog numbers, hence more frequent dog attacks on livestock and native fauna.</li><li>(c) Council believes that the Authority has a duty of care to avoid unnecessary adverse environmental and social outcomes associated with its administration of Western Lands Leases.</li></ol></li></ol> <p><b>Moved:</b> Clr Lane <b>Seconded:</b> Clr Smith</p> <p><b>CARRIED</b></p>	

## WALGETT SHIRE COUNCIL AGENDA

### WALGETT SHIRE COUNCIL MINUTES

333/09	Development and Complying Development Certificate Applications
<b>Resolution:</b>	
That Walgett Shire Council resolve to:	
<ol style="list-style-type: none"><li>1. Note the Development and Complying Development Certificate applications dealt with under delegated authority by the Director Planning and Regulatory Services and General Manager during September 2009.</li></ol>	
<b>Moved:</b>	Clr Walford
<b>Seconded:</b>	Clr Colless
<b>CARRIED</b>	

334/09	Collarenebri Effluent System Issues
<b>Resolution:</b>	
That Walgett Shire Council resolve to:	
<ol style="list-style-type: none"><li>1. Note the report on problems associated with the Collarenebri effluent system.</li><li>2. Consider options for funding 15 new connection points on the Collarenebri effluent system at the Budget review to be undertaken at the November Meeting.</li><li>3. Consider cost estimates for extending the Collarenebri effluent system to service urban premises located west of Barwon Street as part of the 2010-2011 budget preparation process.</li></ol>	
<b>Moved:</b>	Clr Lane
<b>Seconded:</b>	Clr Smith
<b>CARRIED</b>	

## WALGETT SHIRE COUNCIL AGENDA

### WALGETT SHIRE COUNCIL MINUTES

335/09

#### Water Restriction Policy

**Motion:**

1. That Council approves the Water Restriction Policy effective 24 October 2009.
2. That Council approves implementation of Water Restriction Level 1 effective 30 October 2009
3. That Council disseminate information to public libraries, Council departments, post offices including publication to local newspapers.

**Moved:** Clr Smith

**Seconded:** Clr Lane

**AMENDMENT:**

1. That Council approves the Water Restriction Policy effective 27 October 2009 with the following amendments:

Residential – 5am to 9am and 6.00pm to 10.00pm daily  
Commercial – 7am to 12 midday  
Any fully automated sprinklers – Midnight to 7am

2. That Council approves implementation of Water Restriction Level 1 effective 30 October 2009.
3. That Council disseminate information to public libraries, Council departments, post offices including publication to local newspapers.

**Moved:** Clr Colless

**Seconded:** Clr Greenaway

**CARRIED AND BECAME MOTION  
MOTION CARRIED**

*2.02pm Greenaway left the meeting*

## WALGETT SHIRE COUNCIL AGENDA

### WALGETT SHIRE COUNCIL MINUTES

336/09	Tenders – Plant Hire
<b>Resolution:</b>	
1. That Council accepts tenders from the following businesses for E08007 Request for Standing Offers: Casual Plant Hire Walgett Shire NSW –	
<ul style="list-style-type: none"><li>* Ridgerock Earthmoving</li><li>* Walgett Tyre and Machinery</li><li>* Thurston &amp; Sons</li><li>* Swan Weed Control</li><li>* Castlereagh Plant Hire</li></ul>	
<b>Moved:</b>	Clr Lane
<b>Seconded:</b>	Clr Colless
<b>CARRIED</b>	

2.03pm Greenaway returned to the meeting

#### **Questions without Notice**

##### **Clr Greenaway**

###### **Question 1:**

Is there a problem with fencing at Walgett Tyre and Machinery yards?

###### **Response:**

The Director Rural Infrastructure and Support Services indicated that they have erected a gate over the public lane. The business operator has written to Council seeking approval to close the lane.

The Director Planning and Regulatory Services indicated that closure of the lane will require public consultation. In preliminary discussions the business operator has indicated a desire to close and purchase the lane due to repeated problems with theft.

###### **Question 2:**

Are we able to put up Primitive Camping ground signs in other places in the towns not just at the grounds itself?

###### **Response:**

The Director Corporate and Community Services indicated that there are signs on order.

The Director Rural Infrastructure and Support Services further indicated that those proposed for main roads had previously been to the traffic committee and had now been referred to the RTA for consideration.

## WALGETT SHIRE COUNCIL AGENDA

### WALGETT SHIRE COUNCIL MINUTES

#### Clr Martinez

##### **Question 1:**

Are we able to get more quotes for next round of Infrastructure funding?

##### **Response:**

The Director Corporate and Community Services indicated yes.

#### Clr Smith

##### **Question 1:**

With the gateway into the caravan park, is this able to be widened?

##### **Response:**

The Director Urban Infrastructure Services indicated that he will look into this matter.

##### **Question 2:**

Can we fence the skate parks?

##### **Response:**

The Director Corporate and Community Services indicated that we were intending to fence the Walgett skate park in next year's budget but some issues have arisen, which means we will look at completing the fencing earlier. She further indicated that there is no intention of fencing the Collarenebri skate park and that the Lightning Ridge skate park will be fenced and erected by the money provided by the Bush Safarai.

##### **Question 3:**

Queried whether Council could assist a landowner adversely effected by poor drainage alleged to result from a neighbour placing fill on and over the boundary of some land.

##### **Response:**

The Director Planning and Regulatory Services indicated that Council can not get involved in civil disputes between neighbours. If there is regulatory issue then council will address the issue.

##### **Question 4:**

Where the Primitive Caravan Park is, would it be possible to build a boat ramp right down the back?

##### **Response:**

The Director Planning and Regulatory Services indicated that a Development Application would be required plus other consents were likely to be required depending on who owned the land.

## WALGETT SHIRE COUNCIL AGENDA

### WALGETT SHIRE COUNCIL MINUTES

#### Clr Woodcock

##### **Question 1:**

Do we know anything about the 85cm to go onto the Weir that Mr Baker was referring to earlier?

##### **Response:**

The Director Rural Infrastructure and Support Services indicated that current pumps have ample capacity to meet the demands and that there was 18 months storage capacity regardless of the flow in the Namoi. He further indicated that we do not own the Barwon weir. He does not think that anything needs to be done urgently.

#### Clr Greenaway

##### **Question 1:**

What are the dates for all the Regional Infrastructure Project openings?

##### **Response:**

The Director Corporate and Community Services indicated that she will provide a minute to Councillors with details though the days set aside are 23<sup>rd</sup>, 24<sup>th</sup> and 25<sup>th</sup> November 2009.

#### Clr Colless

##### **Question 1:**

When are we going to decide what we are doing with the request from Coolibah Kids?

##### **Response:**

The General Manager indicated that their request can be considered at the next quarterly budget review to be undertaken at the November Council meeting.

The Director Corporate and Community Services indicated that she will be able to provide a report on funding opportunities generally and in respect of the housing situation in particular.

#### Clr Martinez

##### **Question 1:**

Have the tenders closed for the heating of the Swimming pool?

##### **Response:**

The Director Urban Infrastructure Services indicated that the tender does not close until 10 November. He further indicated that an inspection was carried out on the site with interested parties.

## WALGETT SHIRE COUNCIL AGENDA

### WALGETT SHIRE COUNCIL MINUTES

337/09	Move into Closed Session
<b>Resolution:</b>	
1. That the public be excluded from the meeting pursuant to Section 10A (2) (g) of the Local Government Act 1993	
<b>Moved:</b>	Clr Lane
<b>Seconded:</b>	Clr Martinez
<b>CARRIED</b>	

338/09	Lightning Ridge HACC and Dementia Day Care Centre
<b>Resolution:</b>	
That Council:	
<b>DRAFT</b>	
1. Seek to acquire the Crown Land which is the site of the HACC and proposed Dementia Day Care Centre by compulsory acquisition pursuant to the Land Acquisition (Just Terms Compensation) Act 1991.	
2. Seek a lease from the Minister of Lands for occupation of the land pursuant to Section 34A of the Crown Lands Act 1989. Such lease to allow Council to sub-let.	
3. Advise the Department of Ageing, Disability and Home Care of Council's resolutions.	
<b>Moved:</b>	Clr Lane
<b>Seconded:</b>	Clr Martinez
<b>CARRIED</b>	

339/09	Move into Open Session
<b>Resolution:</b>	
1. That Council return to Open Session	
<b>Moved:</b>	Clr Walford
<b>Seconded:</b>	Clr Greenaway
<b>CARRIED</b>	

# WALGETT SHIRE COUNCIL AGENDA

## WALGETT SHIRE COUNCIL MINUTES

340/09	Disclosure Returns
<b>Resolution:</b>	
1. Pursuant to Section 450A of the Local Government Act 1993 the General Manager tabled disclosure returns completed and submitted pursuant to Section 449 of the Act by the following designated persons:	
Clr Colless M Ward	A Douglas G Leersen
<b>Moved:</b>	Clr Greenaway
<b>Seconded:</b>	Clr Lane
<b>CARRIED</b>	

The meeting closed at 2:48pm.

To be confirmed at the meeting of Council to be held on 24<sup>th</sup> November 2009

\_\_\_\_\_  
Mayor

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

27 October 2009

Page 27 of 27

### Confirmation of Minutes

#### Recommendation:

#### That:

1. That the minutes of the Council meeting held 27<sup>th</sup> October be confirmed.

## 8. Reserve Trust Management Committee Reports

Nil

## 9. Mayoral Minutes

### 1. WALGETT SHIRE COUNCIL MAYORAL MINUTE

**COUNCIL MEETING:** November Ordinary Meeting  
**SUBJECT:** Notice of Motion to Rescind Part of Resolution 302/09 ("Camping at Burren Junction Bore Baths")  
**FILE:** 09/804

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#### Summary:

Sections 372 (1) and (4) of the Local Government Act 1993 provide as follows:

"(1) A resolution passed by a council may not be altered or rescinded except by a motion to that effect of which notice has been duly given in accordance with regulations made under section 360 and, if applicable, the council's code of meeting practice."

"(4) A notice of motion to alter or rescind a resolution, and a notice of motion which has the same effect as a motion which has been negatived by the council, must be signed by 3 councillors if less than 3 months has elapsed since the resolution was passed, or the motion was negatived, as the case may be."

A notice of motion to rescind part of Resolution 302/99 has been duly given and signed by myself and Councillors Colless and Greenaway.

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

Attached is a copy of Resolution 302/09 made at Ordinary Council meeting held 29th September 2009. It is proposed that Parts 2. to 6. inclusive be rescinded. The explanation for why such a rescission is appropriate is outlined in the Minute from the Director, Planning and Regulatory Services dated 9th November 2009 (see attached). In brief, approval for camping is not required pursuant to Section 68 of the Local Government Act 1993. Further, as camping commenced prior to 1968 (when the Interim Development Order No1 commenced) camping is a continuing use.

#### Relevant Reference Documents:

Interim Development Order No 1 – Shire of Walgett; Local Government Act 1993; Crown Lands Act 1989.

#### Stakeholders:

Residents and visitors to Burren Junction

#### Financial Implications:

Nil

**Notice of Motion to Rescind Part of Resolution 302/09 (“Camping at Burren Junction Bore Baths)**

**Recommendation:**

**That:**

1. That parts 2 to 6 inclusive of Resolution 302/09 be rescinded.

**Attachments:**

Resolution 302/09

Minute from Director, Planning and Regulatory Services dated 9 November 2009.

## WALGETT SHIRE COUNCIL AGENDA

### WALGETT SHIRE COUNCIL MINUTES

302/09	Camping at Burren Junction Bore Baths
<b>Resolution:</b>	
That Walgett Shire Council:	
1.	Note that the Burren Junction Bore Baths has been closed since 12 September 2009, pending the resolution of issues associated with the evaporation ponds being full.
2.	Proceed to develop a concept plan and detailed cost estimates for a primitive camping ground at the Burren Junction Bore Baths with up to 32 sites.
3.	Seek agreement from the Land & Property Management Authority for the concept plan for a primitive camping ground at the Burren Junction bore baths.
4.	Lodge a Development Application and Activity Application to formalise the use of the Burren Junction bore baths as a primitive camping ground.
5.	Consider cost estimates for a primitive camping ground at the Burren Junction bore baths as part of the 2009-2010 budget preparation process.
6.	That Council liaise with North West Livestock, Health and Pest Authority, if necessary, to obtain control of any land associated with Burren Junction Bore Baths.
	<b>Moved:</b> Clr Greenaway <b>Seconded:</b> Clr Smith
<b>CARRIED</b>	

303/09	Doctors Surgery Status Report
<b>Resolution:</b>	
1.	That Council make no decision regarding the future of the Walgett Doctors Surgery building until a Main Street Beautification master plan is in place.
	<b>Moved:</b> Clr Greenaway <b>Seconded:</b> Clr Keir
<b>CARRIED</b>	

Ray Kent

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**From:** Matt Goodwin  
**Sent:** Monday, 9 November 2009 1:20 PM  
**To:** Ray Kent  
**Subject:** FW: Regulatory status of camping at the Burren Junction Bore Baths

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**From:** Matt Goodwin  
**Sent:** Tuesday, 6 October 2009 12:34 PM  
**To:** Ray Kent  
**Cc:** Len Smyth; Janet Babic; Andrew Wilson  
**Subject:** Regulatory status of camping at the Burren Junction Bore Baths

Ray,

As requested, I re-examined the regulatory requirements associated with camping at the Burren Junction bore baths. Section 68 of the Local Government Act 1993 imposes a requirement for Council approval to be obtained to "Operate a caravan park or camping ground" unless the Act, regulations or a Local Approvals Policy allows otherwise. In my report to the 29 September Council meeting regarding the bore baths, I inadvertently overlooked clause 78 of the regulation (reproduced below).

**Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2005**

Current version for 1 May 2006 to date (accessed 6 October 2009 at 11:45)

[Part 2](#) > [Division 2](#) > [Subdivision 3](#) > Clause 78

<< page >>

**78 Unconditional exemptions**

The prior approval of the council is not required for the installation of a caravan, campervan or tent on Crown reserves or on land that is reserved or dedicated under the Forestry Act 1916.

**Note.** The use of caravans, campervans and tents on such lands is regulated under the Crown Lands Act 1989 and the Forestry Act 1916, respectively. The use of caravans, campervans and tents on lands reserved or dedicated under the National Parks and Wildlife Act 1974 is regulated under that Act.

It is my understanding that the two gravelled camping areas at the Burren Junction bore baths are both located on Crown Reserves, hence I wish to now advise that Council approval is **not required under Section 68** of the Local Government Act 1993 to enable camping. Furthermore, assuming that camping started prior to 1968 when the Interim Development Order No 1 – Shire of Walgett (IDO) commenced, then **development consent is not required** because it is a continuing land use under Section 109(1) of the Environmental Planning and Assessment Act 1979. It seems very likely that camping is a continuing use given that the original bore was sunk in 1921, while the Crown reserves surrounding the bore baths have "camping" and/or "travelling stock" as a purpose and were gazetted in 1929 or earlier.

I also endeavoured to review the Crown Lands Act 1989 with a view to determining whether any regulatory issues related to camping arise. For example the northern most gravelled camping area appears to be predominantly located on Crown reserve 160024 (lot 49, DP 40744) which has a gazetted purpose of "Future public requirements" (without mention of camping).

In the above circumstances, in order to ensure that camping is a legitimate ongoing use at the bore baths, I now recommend that:

## WALGETT SHIRE COUNCIL AGENDA

1. A letter be written to the Land and Property Management Authority stating that, after reviewing camping arrangements at the Burren Junction bore baths, Walgett Shire Council:
  - a) Notes clause 78 of the Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2005 which provides that any camping activity does not require Council approval because it is located on a Crown Reserve.
  - b) Would appreciate confirmation from the Authority that there are no issues arising under the Crown Lands Act 1989 which require any action by Council in connection with camping.

Matthew Goodwin  
Director Planning & Regulatory Services  
Walgett Shire Council

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

Nil

### 11. Presentation of Petitions

Nil

### 12. Councillors Questions with Notice

#### Councillor Greenaway

##### **Question One:**

Could councillors be given the cost of purchasing and installing the double toilets which were installed at the Rowena Hall approx five years ago?

##### **Response:**

The Director Rural Infrastructure and Support Services advised the following costs:

Prefab Toilet	\$16,438
Trades	\$3,877
Materials (Other)	\$264
Plant & Labour	\$7,400

Total: \$27,979 plus GST

##### **Question Two:**

When will the pedestrian crossing at the school in Alma Street be repainted? This was suggested to be done at the previous Council Meeting held in Burren Junction about 12 months ago.

##### **Response:**

The Director Rural Infrastructure and Support Services advises that he will provide a response at the Council Meeting.

**Question Three**

Will the \$16,000 of the first infrastructure grant that was not spent at Burren Junction be able to be added to the \$20,000 from the second infrastructure grant and spent on developing the new park at Burren Junction?

**Response:**

The Director Corporate and Community Services advises that the first round of infrastructure monies has to be accounted for to the Federal Government by 30 November 2009 and that needs to be done prior to Council receiving the 2nd round of funding. The only way projects can be extended is if phase 1 is completed and funds expended by 30 November and phase 2 allocation starts when Council has completed round 1.

**Question Four**

Has there been any progress in diverting the highway around the Burren Junction silo?

**Response:**

The Director Rural Infrastructure and Support Services advised that he is not aware that the RTA has any plans to divert the Highway around GrainCorp's Burren Junction Silo complex, nor do I consider it likely that they will fund such a diversion. Council has not proposed that it fund a diversion, hence it does not feature in Council's Management Plan in the current or future years. I do not recommend that Council fund such a diversion either on new or existing residential streets.

He further advised that GrainCorp has been made aware of traffic management concerns on the Highway adjacent to their Burren Junction Silo complex and their traffic management plan has been requested both in writing and at a recent pre-harvest meeting with staff. GrainCorp is still yet to supply their plan.

GrainCorp were again advised of the RTA's requirements for a temporary diversion of the Highway during harvest at the above meeting and copies of previous correspondence were supplied to them evidencing such requirements and previous arrangements. GrainCorp have chosen not to pursue these arrangements.

## 13. Reports of Delegates and Representatives

### 2. *MINUTES OF THE ORANA REGIONAL ORGANISATION OF COUNCILS*

**REPORTING SECTION:** General Manager  
**AUTHOR:** Ray Kent – General Manager  
**FILE NUMBER:** 09/54

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**Summary:**

Minutes of bodies of which Council is a member are placed before Council for noting and action where necessary.

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

The Minutes of the meeting of the Orana Regional Organisation of Councils held in Narromine on October 23<sup>rd</sup> are attached.

**Relevant Reference Documents:**

Nil

**Stakeholders:**

Council

**Financial Implications:**

Nil

#### Minutes of the Orana Regional Organisation of Councils

**Recommendation:**

**That:**

- 1. The Minutes of the Orana Regional Organisation of Councils be noted.**

**Attachments:**

Minutes of the Orana Regional Organisation of Council held 23 October 2009.

**DRAFT Minutes of the OROC Meeting**  
held at Narromine Council Chambers  
on Friday 23<sup>rd</sup> October 2009 at 12.00pm

**Meeting Commenced at 12.00pm**

**Meeting Chaired by Councillor Dawn Collins**

**Present:** Cllr Dawn Collins, John Griffiths, Cllr Jack Canham, Mark Riley, Neil Alchin, Cllr Doug Batten, Ray Kent, Michael Brady, Cllr Lillian Brady, Ray Smith, Cllr Peter Shinton and John Walkom, Chair RDA Orana.

Cllr Dawn Collins welcomed the OROC Committee and guest Chair of RDA Orana John Walkom to the Board Meeting.

**Apologies:** Geoff Wise, Cllr Andrew Lewis, Cllr Ray Donald, Glenda Tasker, Cllr Matthew Slack-Smith, Cllr Allan Smith, Paul Mann, Ian Rogan, Ashley Wielinga, Bob Gerraghty and Cllr Ian Woodcock.

**Motion**            *That the apologies be accepted by the OROC Board.*

*Moved: Mark Riley*

*Seconded: Rex Wilson*

*CARRIED*

**Regional Development Australia – Orana, Chair John Walkom**

The OROC Chair Councillor Dawn Collins welcomed Mr John Walkom, Chair of RDA Orana to make a presentation to the OROC Board.

Mr John Walkom gave an overview of RDA Orana. The new RDA Orana committee was announced on 1<sup>st</sup> August 2009 and replaces Orana Area Consultative Committee (Federal) and Orana Regional Development Board (State).

Regional Development Australia (RDA) is an Australian Government initiative that aims to bring together all levels of government to enhance the growth and development of regional Australia.

The RDA network is being established throughout Australia to provide a strategic framework for economic growth in each region. There are four key functions that underpin the role of the national network of RDA committees:

- provide advice on consultation and community engagement;
- regional planning;
- promoting whole-of-Government programs, policies and initiatives; and
- community and economic development.

## WALGETT SHIRE COUNCIL AGENDA

The network will ensure that input is provided to the Australian, State and Local Governments on regional development issues and priorities; promote regions to secure sustainable long term jobs; promote investment and regional prosperity; and raise awareness of programs and services available to regional communities.

The RDA network will also play a key role in ensuring that advice about key issues in the regions is provided to all levels of government.

Some of the projects that RDA Orana will develop in the Orana region include: employment, social inclusion and infrastructure projects.

RDA Orana is enthusiastic for OROC to act as a lobby group similar to that of CENTROC. John Walkom reported that CENTROC is lobbying to governments on manipulated statistics especially in regards to health and the catchment it services. RDA Orana is concerned that health services will continue to be downgraded in the Orana region as services are increased and improved in the Central West (Orange).

RDA Orana is very eager to market and change the perception of the Orana region to metropolitan Australia especially with a projected increase of 15 million people in Australia's population, RDA Orana has identified this as a good opportunity to grow regional NSW especially the Orana region.

RDA Orana will meet in December for a strategic planning session and is very eager to work with OROC on regional issues.

Mr Walkom invited questions from the meeting following which the Chair thanked for his attendance.

Mr Walkom left the meeting.

### Confirmation of Minutes – OROC Meeting held 8<sup>th</sup> July 2009 Narromine

**Motion** That the Minutes of the meeting held in Dubbo on Friday 8<sup>th</sup> July 2009 be adopted as a true and accurate record of that meeting.

*Moved: Dawn Collins*

*Seconded: Mark Riley*

**CARRIED.**

### Business arising from previous Minutes

The issue of joint Deputy Chair was discussed by the OROC Board. As Councillor Greg Matthews no longer holds the office of Mayor of Dubbo City Council it was discussed that a replacement joint Deputy Chair be appointed as stated in the OROC Constitution

**6. Delegates to the Board of the Association to be Mayor and General Manager (or delegate) of each member council.**

7. **Where the office of a delegate becomes vacant the council concerned, at the first convenient meeting held after such vacancy occurs, shall appoint another member to the office.**

A nomination was received for Councillor Doug Batten, Gilgandra who accepted the nomination. There being no further nominations Councillor Batten was declared elected as Deputy Chair along with Councillor Rex Wilson OAM for the ensuing period.

**Correspondence**

**Motion:** *That the correspondence presented is accepted by the OROC Board.*

*Moved: Mark Riley*

*Seconded: Rex Wilson*

*CARRIED*

**Item 1 GMAC Meeting Minutes – 9<sup>th</sup> October 2009**

**Motion:** *That the GMAC Meeting Minutes held on 9<sup>th</sup> October 2009 be accepted by the OROC Board.*

*Moved: Mark Riley*

*Seconded: Doug Batten*

*CARRIED*

**GMAC Professional Team Reports**

**Internal Audit – presented by Mark Riley on behalf of Sponsor GM Glenda Tasker, Brewarrina**

- A continued impost is experienced by smaller councils as a result of impending changes regarding Internal Audit requirements.
- An Internal Audit Professional Team will comprise of representatives of Corporate Services/Financial Managers/Finance Officers (from OROC) to discuss and plan a clear way forward in addressing the Internal Audit requirements in smaller councils.
- A delegation of GMAC representatives will meet with Ross Woodward, to discuss Internal Audit impediments facing small isolated rural councils in OROC region.
- Ray Smith from Cobar Shire Council discussed that Minister Barbara Perry and Director General Ross Woodward had differing views of the Internal Audit requirements and processes, and clarification needs to be sought.

**Integrated Planning & Reporting – presented by Belinda Barlow on behalf of Sponsor GM Ian Rogan, Narromine**

- Ian Rogan has put together a Survey/Questionnaire for OROC GMs; the survey will be distributed week beginning 26<sup>th</sup> October, 2009.

**Regional Procurement – presented by Sponsor GM John Griffiths, Coonamble**

- John Griffiths presented a written report and update – it was reported that not all OROC councils are using Regional Procurement services however massive savings can be delivered to OROC councils in the region for example the supply of spray bitumen sealing services.

## WALGETT SHIRE COUNCIL AGENDA

Purchasing services also being used across the region include Local Government procurement and State Government contract.

John Griffiths encouraged OROC to use Regional Procurement and Local Government Procurement as their preferred options.

- A copy of this report will be distributed to all Councils that did not attend the meeting.

### **Electricity Contract – presented by Mark Riley on behalf of Sponsor GM Ashley Wielinga, Warren**

- Savings have been made over the years by OROC members by combining to call energy provision contracts with Electricity Management Services utilised to provide advice.
- Contracts are in place with Country Energy for a contestable site in the Orana Region of more than 160kw usage and street lighting.

### **ITEM 2 - Executive Officer's Report**

The Executive Officer's report was presented to the OROC Board.

It was discussed that the OROC Board considers the regular invitation and participation of regional stakeholders at OROC Board Meetings, including but not limited to: NSW Premiers Department, State Members, Federal Members, RDA Orana and NSW Dept of Industry & Investment (State & Regional Development).

**Motion:** *That OROC Board invite key regional stakeholders to participate in OROC's meetings.*

*Moved: Peter Shinton*

*Seconded: Rex Wilson*

**CARRIED**

Mark Riley suggested that at OROC's first 2010 Board Meeting a strategic planning session should be combined with the meeting. This planning session could be run after the OROC Board meeting.

**Motion:** *That the Executive Officer's report is accepted and the next OROC meeting in February 2010 be combined with a strategic planning session.*

*Moved: Mark Riley*

*Seconded: John Griffiths*

**CARRIED**

**Action:** Mark Riley and the Executive Officer to further discuss and engage a suitable facilitator to run a strategic planning session at the February 2010 OROC meeting.

### **ITEM 3 – OROC Financial Report**

The Executive Officer presented the financial report.

**Motion:** *That the Board accepts the OROC financial report.*

*Moved: Lilliane Brady*

*Seconded: Michael Brady*

**CARRIED**

**ITEM 4 – OROC General Business**

**Health Services in the OROC region**

The shrinking health services at Dubbo Base Hospital were discussed by the Board and it was resolved that the following motions be adopted.

**Motion i:** *That OROC raise its considerable concerns to the NSW Minister for Health at the apparent reduction in levels of service at the Dubbo Base Hospital by way of a formal letter from OROC being presented to the Minister by a delegation from Dubbo City Council meeting with the Minister on Thursday 29<sup>th</sup> October 2009.*

**Motion ii:** *That it be noted that 48% of cases presenting to casualty at Dubbo Base Hospital are from areas outside the Dubbo Local Government area and any reduction in service levels will have a significant impact on the OROC region.*

*Moved: Mark Riley*

*Seconded: Doug Batten*

**CARRIED**

**Action:** The OROC Executive Officer compose a letter on behalf of OROC members to the NSW Health Minister, for presentation in person to the Minister by a delegation from Dubbo City Council on Thursday 29<sup>th</sup> October 2009.

**RLCIP (Round 2) Strategic Projects funding** – Councillor Doug Batten raised a discussion that OROC councils should examine an option to apply for funding for a regionally focussed project. Councillor Batten suggested a regional project could include community infrastructure such as footpaths and cycle ways.

It was decided by the OROC Board that a combined regional project not be pursued any further.

**Spot Fires in the Warrumbungle Shire** – It was reported by Councillor Peter Shinton that B-Double trucks no longer carry spare tyres due to revised OH&S regulations. The Warrumbungle Shire has dealt with 11 kilometres of spot fires as a result of tyre blow outs over the past month.

**ITEM 5 – Next Meeting**

It was decided that Chair Councillor Dawn Collins and the OROC Executive Officer determine a date for the February OROC meeting and strategic planning session.

## WALGETT SHIRE COUNCIL AGENDA

### ACTIONS

- Action 1:** Mark Riley and the Executive Officer to further discuss and engage a suitable facilitator to run a strategic planning session at the February 2010 OROC meeting.
- Action 2:** The OROC Executive Officer compose a letter on behalf of OROC members to the NSW Health Minister, for presentation in person to the Minister by a delegation from Dubbo City Council on Thursday 29<sup>th</sup> October 2009.

### **3. MINUTES OF THE WESTERN DIVISION GROUP OF THE SHIRES ASSOCIATION OF NSW**

**REPORTING SECTION:** General Manager  
**AUTHOR:** Ray Kent – General Manager  
**FILE NUMBER:** 000/00/00/00

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**Summary:**

Minutes of bodies of which Council is a member are placed before Council for noting and action where necessary.

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

The Minutes of the meeting of the Western Division Group held in Cobar on October 14th are attached. It should be noted that this was the first meeting at which the newly appointed part time Executive Officer was present, Ms Ruth Fagan. It should also be noted that the Groups Annual Conference in 2010 will be held in Bourke on the 1st and 2nd March.

**Relevant Reference Documents:**

Nil

**Stakeholders:**

Council

**Financial Implications:**

Nil

<b>Minutes of the Western Division Group of the Shires Association of NSW</b>
<p><b>Recommendation:</b></p> <p><b>That:</b></p> <ol style="list-style-type: none"><li><b>The Minutes of the Mid Term Conference of the Western Division Group of the Shires Association of NSW be noted.</b></li></ol>



**Attachments:**

Minutes of the Mid Term Conference held 14 October 2009.

## WALGETT SHIRE COUNCIL AGENDA



### WESTERN DIVISION GROUP OF THE SHIRES ASSOCIATION OF NSW Minutes of Mid Term Conference October 14, 2009

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#### ATTENDANCE – At Cobar Shire Council Chambers

##### LOCAL MEMBERS:

- Mr Mark Coulton, Federal Member for Parkes
- Mr John Williams MP, Member for Murray-Darling

##### MEMBER COUNCILS:

- **Balranald Shire Council:** Councillor Ron Mengler, Mayor, Chris Littlemore, General Manager
- **Brewarrina Shire Council:** Councillor Matthew Slack-Smith, Mayor, Councillor Wulf Reichler, Deputy Mayor, Executive Member ,Mrs Glenda Tasker, General Manager
- **Bogan Shire Council:** Councillor Ray Donald, Mayor Executive Member, Councillor Danny Dutton, Francois d'Hotman de Villiers- Corporate Services Director
- **Bourke Shire Council:** Councillor Andrew Lewis, Mayor, Mr Geoff Wise, General Manager
- **Carrathool Shire Council:** Councillor Peter Laird, Mayor, Ken Croskell, General Manager
- **Central Darling Shire Council:** Councillor Ray Longfellow, Mayor, President of Division Mr Tim Hazell, General Manager, Mrs Mel Brown, Executive Assistant
- **Cobar Shire Council:** Councillor Lilliane Brady, Mayor Executive Member, Councillor Michael Cox, Councillor Gerard Francisco, Councillor Angela Webb, Councillor Marsha Isbester, Councillor Stephen Taylor, Councillor Tracey Kings, Councillor Jarrod Marsden Councillor Bob Sinclair, Councillor Harley Toomey, Mr Ray Smith, General Manager Mrs Angela Shepherd, Executive Officer
- **Hay Shire Council:** Councillor Mick Rutledge, Mayor, Councillor David Low, Mr Allen Dwyer, General Manager
- **Lachlan Shire Council:** Councillor Des Manwaring, Mayor, Councillor Peter Harris, Mr George Cowan, General Manager
- **Walgett Shire Council:** Councillor Ian Woodcock, Mayor
- **Wentworth Shire Council:** Councillor Margaret Thomson, Mayor, Mr Peter Kozlowski, General Manager

##### OTHERS:

- Ann Crossing (representative from Kevin Humphries, Shadow Minister For Western NSW) Western Division of the Shires Association Executive Officer Ruth Fagan



## MINUTES

### Welcome

Cobar Mayor Lilliane Brady welcomed the delegates to the meeting.

### 1. PRESIDENT

President, Councillor Raymond Longfellow (Central Darling), welcomed visitors, guests and Council delegates to the 2009 Mid Term Meeting.

#### Apologies

Mr Bruce Miller President of the LGSA  
Mr Kevin Humphries, Member for Barwon, Shadow Minister for Western Division  
Mrs Sussan Ley, Federal Member for Farrer  
Senator the Hon Mark Arbib, Senator for New South Wales and Minister Assisting the Prime Minister for Government Service Delivery  
Mr Frank Zaknich General Manager and Ken Boyle Administrator of Broken Hill City Council  
Mr Daryl Green, Western Catchment Management Authority  
Mr Geoff Woods, Western Lands Commissioner  
Mr John Cobb MP Federal Member for Calare (attended Dinner)

#### RESOLVED:

That the apologies be received and accepted.

**Moved Carrathool, Seconded Cobar**

**CARRIED**

Cr Longfellow said it was a new era for the organisation with the appointment of an Executive Officer and he welcomed Ruth Fagan into that position.

### Minutes

The Minutes from the Mini Conference on June 1, 2009 were adopted with a change to show the Member for Murray Darling being present at the Conference as well as lunch on that day.

### Matters arising from the Minutes

#### 7.1 Status of EOI for CEO Position

Bogan Council said since the appointment of the EO the Administrative arrangements within the organisation needed finalizing to show the changes which had been agreed to by the Executive.

#### Resolved:

- a. That all financial management of the Western Division be the responsibility of the President's Council.
- b. That all previous administration and secretarial duties carried out by Central Darling Shire lapse with the commencement of the EO's contract
- c. That the Western Division extend a vote of thanks to the General Manager Tim Hazel and Executive Assistant Mel Brown from Central Darling Council for their contribution to the Western Division prior to the appointment of the EO

**Moved Bogan, Seconded Bourke**



## **2. Executive Officer's Report**

The Executive Officer spoke to her report.

### **RESOLVED:**

That the information be received and noted.

**Moved Bogan, Seconded Bourke**

**CARRIED**

### **Actions Arising**

#### **Constitution Review Sub-Committee**

##### **Resolved:**

That Lilliane Brady Cobar, Allan Dwyer Hay, Peter Laird Carathool and Andrew Lewis, Bourke form a sub-committee with the EO to review the organisation's constitution, name change and possible incorporation.

There was some discussion about whether there was a need for the organisation to be incorporated. The committee was asked to provide some information and direction on the matter to the Executive.

**Moved Bogan, seconded Hay**

#### **Conference Committee**

##### **Resolved:**

That the Organisation's conference be held in Bourke on March 1 and 2, 2010 and that the Bourke Mayor, Andrew Lewis, General Manager Geoff Wise and Economic Development Officer Phil Johnson join with the EO to organise the Conference.

**Moved Cobar, seconded Bourke**

## **3. Strategic Plan**

The President led the general discussion about the Strategic Plan and said he felt the first priority, Resources, had been covered in the previous discussion.

**Priority 2** to make representations to the Premier for a Minister for the Western Division was important as it could help to focus the State Government on Local Government as well as issues faced by other organisations in the Region.

**Priority 3**, Increased Federal Resources needed to be addressed. He said the Financial Assistance Grants formula needed to take into account a greater understanding of the distances and the isolation in the region.

The loss of population in the region should be included as a disability and not used to reduce grant funding. Councils were well behind in their grant funding because of the population changes. When the drought broke, populations would increase in irrigation towns but this would take a long time to filter through the system. Many Western Division towns received 75 per cent of their income from the Grants and relied on them to maintain infrastructure and it made no difference how many residents lived in the town. The submissions for FAG are due by November 30, 2009. One suggestion was that the grant be proportionate to the number of kilometres of roads to maintain.



**Motion:**

That a submission be made with input from Bourke, Hay, Bogan and Brewarrina and representation made to Minister Albanese and Minister McKew to change the FAG formula,

Moved Bourke, Seconded Brewarrina

CARRIED

**Priority 3.d Tourism** An issues paper with statistics on tourism numbers to the region be prepared and circulated.

**Priority 3g** Examine the Western Australian Royalties to Regions legislation

#### 4. Matters for Discussion

##### 4.1 Review of Call Centre operations- Carrathool Council

Recent changes had been made to this service. John Williams, Member for Murray Darling said some changes were being made after the inquiry into the death of a boy in the Blue Mountains. He said he had information that ringing 211 on a Mobile number would locate the caller via GPS to the emergency services and this was better than ringing the 000 number. He said he was waiting for more information on this. There was discussion about the fact that Ambulances and Police were not fitted with GPS capability and this also stopped them from finding callers. Rural address systems had also caused some confusion with emergency services. Five Western Division Councils had introduced the rural address system.

**ACTION:** The EO will circulate information about the Emergency Call Centre system, the possible changes and relevant information.

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##### 4.2 LGSA and LGA merger – Central Darling- Bogan

Bogan Mayor Ray Donald said a survey was sent out by the LGSA asking Councils for their opinion on one Association. The majority of the Councils said they preferred one association with the continuance of the divisional representation. The LG sent out the survey, the results had not been received but it would probably be debated at the LG conference at the end of the month. The LGA Executive wanted to retain the representation they had, based on population. Mayor Donald said he believed the diversity across NSW warranted that Shires had the same representation as their city Councils in an association. The general consensus of the group was that the retention of the Divisions in the LG organisations was imperative.

**Resolved:**

That a letter be sent to the LGSA from the Western Division advising they did not agree to one organisation representing both city and rural councils.

Moved Bourke, Seconded Cobar

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**4.3 Progress of the Wool Track Project – Cobar**

Discussions are continuing with Maxine McKew, Parliamentary Secretary for Infrastructure, Transport, Regional Development and Local Government.

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**4.4 Council Amalgamations** Comments attributed to the Shires Association President Cr Bruce Miller at last year's conference-Cobar

Mayor Ray Donald spoke on behalf of the President and said Cr Miller had indicated there was a need for Council's to modernize and 152 councils were probably too many. His statements had been taken out of context and he had no intention of seeing Council's forced to amalgamate.

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**4.5 Video Conferencing** Wentworth Council

The increasing use of modern technology to conduct meetings needed to be investigated further. It may be possible to have Government Ministers address the meetings via video link. A number of organisations had the capability and Councils could use this technology as well.

It might be possible to submit an application for funding for this type of technology.

**Action: Video Conferencing to be included in the Strategic Plan**

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**4.6 Strengthening Basin Communities Funding**\_Wentworth Council

This item was for information.

**Action Further information to be circulated to councils**

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**4.7 Native Title** Wentworth Council

This issue was determined as one mainly faced by Wentworth Council

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**4.8 Local Government Elections – Bogan**

A Review was conducted into the LG elections and its findings are to be released in March 2010. MP John Williams said the NSW Opposition was having an ongoing debate in the House with the Minister to change this legislation. The WSD suggested this might be a policy for the Opposition to adopt for the next election.

**Resolved : That the Western Division of Shires write to the State Government Review and indicate that the Local Government elections should be run by individual Local Government with an Independent Returning Officer.**

The reasons being the increased cost, inefficiencies, delay in receiving results, inadequacy of the shared Returning Officer across shires, high charge for shires with only a small number of residents and the unfair impost on some Council's to pay even if when an election was not held.

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**4.9 Government Assistance for Shires effected by recent dust storms – Central Darling**

- The dust storms have caused major devastation across the Western Division
- On many properties the impact has been as damaging and as sudden as a major bushfire.
- President Ray Longfellow said he had been approached by the Member for Riverina Susan Ley to be part of a delegation of Western Darling pastoralists to attend a meeting with the Primary Industries Minister Tony Bourke in Sydney on Monday, October 19 to seek government assistance. The residents were compiling a list of the cost and impact the storms had to take to the Minister next week. The region had also sought National Disaster classification with the NSW Government. This would entitle residents to receive No Interest Loans and freight subsidy

**Resolved: The Meeting supports the action of the President to represent them and seek assistance for the pastoralists effected by the dust storms in the Western Division at a meeting with the Federal Minister for Agriculture.**

**Moved Bourke, seconded Carrathool**

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**4.10 Daylight Saving – Carrathool**

There was lengthy discussion about daylight saving and the history of the issues. Ray Donald said a resolution to the LGSA to wind back daylight saving to the original four months had been narrowly passed at conference.

MP John Williams said the vote for the legislation in parliament had attracted a great deal of support and the NP was the only ones to oppose it. He said if there had been a referendum on the issue it would be defeated as there were so many people living on the coast and in the cities who supported it.

A motion to survey all WD residents was defeated.

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**4.11 Emissions Trading Scheme- Carrathool**

Mayor of Wentworth Margaret Thomson said the ETS would devastate the agricultural industry in Australia. Other countries had not included agricultural in their ETS and she believed it was a massive tax on the community for no real outcome.

NSW Farmers Association was pushing to exclude Agriculture from ETS but she thought it should go further than that. The meeting heard that the WDS was reliant on carbon emissions as a massive amount of mining resources and fuel were used.

**Resolved: Write to the Prime Minister, Opposition Leader, Leader of the National Party and NSW Senators objecting to the implementation of an Emission Trading Scheme as it would be devastating to the Western Region.**

**Moved: Carrathool seconded Bourke:**

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**4.12 Loss of ratable land to government- Brewarrina Shire Council**

This matter had been discussed at the LGSA conference and was continuing to be followed through those channels.

- It was suggested that the National Party make it a policy to be taken to the next election.
- That this issue be included in the FAG Priority in the Strategic Plan as a reason for increased revenues
- Mathew Slacksmith, Mayor of Brewarrina, would speak on the ABC Country Hour to discuss this issue
- EO to follow-up on issue with LGSA

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**4.13 Reintroduction of Air Services- Brewarrina Shire Council**

This was an ongoing issue which effected Walgett, Coonamble, Bourke, Cobar and Brewarrina with the loss of Rex air services hubbing out of Dubbo. The NSW Government had called for EOI from airlines for the second time and statistics put together by MP Kevin Humphries showed that the State Government Departments would use at least 1,000 seats a year on an airline which he believed they should guarantee to encourage a new air service to start.

**Motion: EO to put together information from State Government, LGSA and circulate to all Members**

**Moved, Brewarrina, Seconded Bourke**

Information was provided about the tender for the Air Ambulance, presently done by the Royal Flying Doctors Service. The decision has been deferred until the end of the year.

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**4.14 Inadequacy of laws relating to young and other offenders - Brewarrina Shire Council**

MP John Williams said there was to be a Judicial Review into the Young Offenders Act by the NSW Attorney General.

Action:

- Western Shires Division make submissions to the Review – EO to find out when
- EO to invite somebody from the Judiciary to speak at 2010 Conference

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**4.14 Road Funding - Brewarrina Council**

This matter to be a major issue in the Strategic Plan to increased Financial Assistance Grants

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**4.15 Incentives and Relocation Expenses for NSW Public Servants employed in Western NSW – Bourke Council**



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Bourke said although there had not been a change in legislation, State Government Departments were winding back these benefits so they could save money. This had ongoing implications for the employment of government employees in the Division in the future.

**Motion: That the Western Division write to the Premier, explaining the importance of the State Government Incentives and Relocation Expenses Scheme for the Western Division.**

**Moved Bourke, seconded Brewarrina**

## **6. GENERAL BUSINESS**

### **Invitation to attend National Party Policy Workshop for Western Division**

The meeting thanked Member for Barwon, Mr Kevin Humphries for his invitation to attend a meeting to discuss policies for the Western Division. Members were invited to RSVP to Mr Humphries office by October 25.

### **5. Guest Speakers**

**Member for Murray Darling John Williams** addressed the meeting and said his main concern for the region was the situation within the health service. He hoped by working with them he could allay some of the communities concerns. He said in his area GWAHS was not as open as the SWAHS and there was a general lack of transparency. He said Health was a \$16 billion dollar budget item and it needed a focused Minister to understand the budget implications. There was a shortfall in the Budget which meant there was a log jam of expenses and this impacted on communities. He said changes proposed for nurses, which included 12 hour shifts, had not been approved by the Nurses Association and actually breached the State Government's OH and S and clinical guidelines.

The State Government said that Hospital Boards were dinosaurs and long gone, but communities want their return so they can have more control, support and feel good about their Health Services.

**Member for Parkes Mark Coulton** said with the changes proposed by the Electoral Commission the seat of Parkes would be 44 per cent of NSW. It is presently 107,000 kilometres but would expand to cover 300,000 klms. The new boundaries would be ratified in a month. He said he had long argued that the electoral boundaries needed to focus not only on population but also to factor in the ability to offer services to remote and regional communities. These types of communities faced different challenges and costs and needed to have strategic links, sharing information and intellectual capital. Smaller entities could be run efficiently in collaboration with their neighbours and these needed to be supported. There was a need for a loaded priority for Regional Australia. For the first time in Australia's history there were more people living in urban areas than in the regions. The urban population needed resources and food and regional areas needed infrastructure to provide these things.

### **6. General Business extra**

#### **a. Increased support for Executive Officer**

**Motion: That the President be authorised to provide extra remuneration to the EO after meetings and conferences if the EO's workload exceeds the four days per month in her contract.**

## WALGETT SHIRE COUNCIL AGENDA



### WESTERN DIVISION GROUP OF THE SHIRES ASSOCIATION OF NSW Minutes of Mid Term Conference October 14, 2009

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**Moved Bogan, seconded Brewarrina**

**b. Back of Bourke Centre**

All members were invited to attend the Back of Bourke Centre opening on October 24 in Bourke.

**7. Next Meeting:**

Conference, March 1 and 2, 2010 Bourke

**Meeting Closed**

The meeting closed at 2pm.

**4. LIGHTNING RIDGE MINING BOARD MINUTES**

**REPORTING SECTION:** Planning and Regulatory Services  
**AUTHOR:** Matthew Goodwin – Director Planning and Regulatory Services  
**FILE NUMBER:** 09/38

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**Summary:**

Minutes of external bodies are generally placed before Council for noting and discussion where appropriate.

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

The minutes of the Lightning Ridge Mining Board meeting held on 20 August 2009 are attached.

**Relevant Reference Documents:**

Nil.

**Stakeholders:**

Walgett Shire Council, public.

**Financial Implications:**

Nil.

**Recommendations:**

Lightning Ridge Mining Board Minutes
<p><b>Recommendation:</b></p> <p><b>That Council:</b></p> <ol style="list-style-type: none"><li><b>Note the draft minutes of the Lightning Ridge Mining Board meeting held on 20 August 2009.</b></li></ol>



**Attachments**

A – Minutes of Lightning Ridge Mining Board meeting held on 20 August 2009

## WALGETT SHIRE COUNCIL AGENDA

Attachment A – Minutes of Lightning Ridge Mining Board meeting held on 20 August 2009

### Lightning Ridge Mining Board

#### Minutes

#### 1 Attendance

Date:	20 August 2009
Time:	Meeting commenced at 10.35am
Location:	Lightning Ridge District Bowling Club

#### Members / Alternate Present

NSW Government Department changes:

- Land & Property Management Authority, formerly Department of Lands.
- Industry & Investment NSW, formerly Department of Primary Industries.

Name	Title / Position
John Jobling	Independent Chairperson
Lindsay Gilligan	Deputy Chairperson, Industry & Investment NSW (I&I NSW)
James Hereford-Ashley	Board Secretary, I&I NSW
Maxine O'Brien	Lightning Ridge Miners' Association Ltd (LRMA)
Sebastian Deisenberger	LRMA
Pat Fletcher	Glengarry Grawin Sheeppark Miners Association Inc (GGsMA)
Louise Crites	New South Wales Farmers Association (NSWFA)
Jon Pocknell	Narran-Warrambool Pastoralists Association Inc. (NWPA)
David Lane	Walgett Shire Council (WSC)
<i>Bill Murray</i>	WSC
<i>John Leeks</i>	I&I NSW
<i>Fred Mallouk</i>	LRMA
<i>Ormie Molyneux</i>	LRMA
<i>Andrew Bell</i>	Land & Property Management Authority (LPMA)
<i>Nick Deshon</i>	NSWFA

*Italics indicate alternate*

#### Visitors

Name	Representing
Radomir Babic	I&I NSW
Warwick Schofield	I&I NSW
Peter Downes	Department of Planning
Peter Smith	LPMA
Shaun Baker	LPMA
Matthew Goodwin	WSC
Leslie Baker	GGsMA
Neil Warden	NSWFA (Landholder – 'Wee Warra')
Doug Lehman	NSWFA (Landholder – 'Rexeen')

#### Apologies

Geoff Woods LPMA

#### 2 Acceptance of Previous Minutes

The Chair advised minutes would no longer be circulated in draft form. Specific omissions or errors of fact in the minutes can be raised with the Secretary for amendment prior to the subsequent meeting. If a disagreement arises as to the content, the item is to be resolved amongst the members at the time of acceptance as true and correct.

## WALGETT SHIRE COUNCIL AGENDA

### Lightning Ridge Mining Board Minutes – 20 August 2009

Item A2.0 Policy Reserves was challenge, as to the inclusion of the term 'establishment' in the title of the draft policy presented at the last meeting. I&I NSW stated the intent was to provide a mechanism for the establishment, review and revocation of policy reserves. Chairperson confirmed that the context of A2.0 was to remain unchanged.

Minutes of the meeting held on the 28 May 2009 were accepted with the following minor amendment; Item O1.0 (Page 6), changed to 'LRMA presented a written request to the Board, seeking that once a landholder enters the collective agreement they can not withdraw until the next financial year.'

### 3 Actions Summary

Ref	Action	Responsible
O4.0	<b>Crown Trusts – Landholder Compensation Fund</b> NSWFA & Mining Industry representatives to seek agreement; report outcome at next Board meeting.	NSWFA, LRMA & GGSMA
A2.0	<b>Policy Reserves</b> Draft Policy - determination, review & revocation of policy reserves.	I&I NSW
I8.1	<b>Proposal to Identify Miners Entering Landholders' Property</b> Maps identifying claim locations on a property basis to be provided.	I&I NSW
M3.0	<b>Open Cut Mining</b> Limit Class G Mineral Claims to a maximum of 2 per holder; amend section 175 order.	I&I NSW
N1.0	<b>NSWFA Discussion Paper</b> 1. Draft Planning Document for the Narran-Warrambool Reserve. 2. Pilot Project to asses a range of planning strategies, select property.	I&I NSW I&I NSW
N2.0	<b>Advertising Campaign</b> Provide a detailed outline of campaign to assist the WSC tourism officer.	I&I NSW
N3.0	<b>Road Fund Revenue</b> 1. Response to LRMA request for funding to maintain roads in the permissive occupancy. 2. Recommend to the Minister form an increase in the Road Levy to \$25.	WSC I&I NSW
O3.0	<b>NSWFA &amp; NWPFA, Compensation Assessment, Request for Ministerial Support</b> Differed subject to O4.0, Crown Trusts – Landholder Compensation Fund	Pending O4.0
P1.0	<b>NSWFA request a Forensic Audit of Crown Trusts administered by the Board</b> Paper to identify the Boards fiscal responsibilities.	I&I NSW
P2.0	<b>Walgett Shire Council, Policy Reserve between Fantasia St, 3 Mile Rd and the Lightning Ridge Airport</b> Ballot Opal Prospecting Block 116	I&I NSW
P3.0	<b>Glengarry Grawin Sheeppark Miners Association, Purchase of land within the Narran-Warrambool reserve by the National Parks and Wildlife Service.</b> Minister to be informed concerns raised by the GGSMA by way of letter.	Secretary
P4.0	<b>NSWFA request that land at risk of subsidence be identified, rehabilitated or restrict access.</b> Monitor & Report progress of proposed risk assessment	I&I NSW
P5.0	<b>Accident on the Preserved Opal Fields involving Water Delivery Truck, application by Robert N Bray.</b> Decision deferred pending advice from I&I NSW	I&I NSW

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**4 Agenda Items**

**O4.0 Crown Trusts – Landholder Compensation Fund**

Secretary reported the sub committee was not able to reconvene prior to this meeting. NSWFA and the LRMA put forward offers for consideration at this stage an agreement has not yet being reached.

LRMA noted that their proposed offer to the NSWFA included an increase to pay the debt. A letter was tendered at the meeting specifically outlining the offer made by the LRMA. The Chair requested that this letter be included in the correspondence of the meeting.

At the last sub committee meeting the LPMA recommended that the legitimacy of the historical documentation that forms the basis of the voluntary agreement be determined. I&I NSW reiterated it is not the position of the Department to provide legal advice in relation to this matter.

**Action** NSWFA & Mining Industry representatives to seek agreement, reporting outcome at next Board meeting.

**A2.0 Policy Reserves**

I&I NSW stated that the draft policy presented in the agenda papers was withdrawn. This document was an initial attempt to capture the process, however further work is required prior to resubmission for the Boards consideration.

LRMA wanted confirmation that the intent of the draft policy was for determining, reviewing and revoking, this was confirmed by the Chair.

**Action** Draft Policy on determining, reviewing & revoking policy reserves to be provided prior to next meeting.

**I8.1 Proposal to Identify Miners Entering Landholders' Property**

I&I NSW provided a pilot report identifying detailed claim information to NSWFA on a select property, 'Rexeen'. The intent is to provide each landholder with a monthly report outlining claim activity by location. I&I NSW sought a list of priority locations so that these reports could be phased in over a 6 month period. At this stage 'Rexeen' and 'Wee Warra' have been identified by the NSWFA.

**Action** Maps identifying claim locations on a property basis to be provided to landholder.

**M3.0 Open Cut Mining**

I&I NSW advise that they are in the process of seeking an amendment to the section 175 order. It is expected that this will be finalised within 6 weeks.

**Action** Amend Section 175 order to limit Class G Mineral Claims to a maximum of 2 per holder.

**N1.0 NSWFA Discussion Paper**

I&I NSW Environmental Sustainability Branch (ESB) advise that a response to the discussion paper was still being drafted. This document will identify the rehabilitation and environmental management needs of the reserve. The Branch proposes to conduct a trial on a property to assess the merit of a range of planning strategies. With a project team expected to be established prior to the next meeting.

**Action** Draft response to the NSWFA discussion paper for the Narran-Warrambool Reserve, including establishing a trial project.

#### **N2.0 Advertising Campaign**

I&I NSW advise that no progress had been made in providing the WSC with an outline of the intended advertising campaign.

**Action** DPI to present an outline of the intended campaign, to the WSC tourism officer.

#### **N3.0 Road Fund Revenue**

WSC advised that it had not yet formally responded to the LRMA request for funding to maintain roads in the permissive occupancy. They have been advised informally and expect to respond within the coming months.

LRMA requested the Road Levy be raised from \$10 to \$25 per mineral claim, to ensure existing and future infrastructure are maintained for the benefit of industry. Increasing operating costs and declining revenue have threatened the viability of the fund. As residential title holders transfer to Western Land Lease they no longer contribute to the Road Fund.

**Decision** Increase road fund to \$25 per annum commencing 1 January 2010.

**Action**

1. WSC to respond to LRMA request for funding to maintain roads in the permissive occupancy.
2. I&I NSW to recommend to the Minister for an increase in the Road Levy to \$25.

#### **O3.0 NSWFA & Narran – Warrambool Pastoralists Association (NWPA), Compensation Assessment, Request for Ministerial Support**

The Chair advised that this matter is subject to any outcome that the NSWFA, LRMA and GGSMa may reach as part of negotiations around the voluntary compensation agreement.

LRMA seek Ministerial support to have compensation assessed in accordance with similar requests by the NSWFA and NWPA.

### **5 Matters Arising from the previous Minutes for those Items not included in the Action Log**

#### **5.1 Utility Application Western Land Lease (WLL)**

WSC advised that a position in regard to mains electricity on the preserved opal fields is expected to be reached at their next meeting. This is likely to be based on the draft policy that is available on their website.

**Advice** WSC are expecting to circulate a policy for mains electricity on the preserved opal fields.

### **6 Correspondence In/Out where not relating to Agenda Item**

#### **6.1 NSWFA – Opal Field Management Plans**

NSWFA advised that Opal Field Management Plans are being addressed by I&I NSW as part of the response to item N1.0 NSWFA Discussion Paper. It is expected that the draft planning

document that is proposed by I&I NSW will account for this item, given this the NSWFA sought to have this item removed from the agenda.

**Outcome** Remove from agenda.

**6.2 Applications for Western Land Leases (WLL) over Mining Purpose Lease (MPL)**  
LPMA notified of the boards decision in relation to WLL 16250 & WLL 16248, for information only.

## **7 New Business**

**7.1 NSWFA request a Forensic Audit of Crown Trusts administered by the Board**  
NSWFA requested a forensic audit of the Boards financial affairs including, assets, liabilities, total income, records of transactions, identifying accounting errors and practices.

Members rejected the request after some discussion. It is the case that the funds are administered by I&I NSW by way of Crown Trust. These processes are subject to standard Government auditing systems and process.

I&I NSW proposed to clarify the financial responsibilities of the Board.

**Action** I&I NSW to present a paper to identify the Boards financial responsibilities.

**7.2 Walgett Shire Council, Policy Reserve between Fantasia St, 3 Mile Rd and the Lightning Ridge Airport**

WSC advised that the council had reached a position to remove the reserve between Fantasia St, 3 Mile Rd and the Lightning Ridge Airport. As this area is not required for urban development at the present, to account for any future development the rehabilitation standards require back filling of shafts.

The Board thanked WSC for the decision to make the area available for prospective mining.

**Action** I&I NSW to ballot Opal Prospecting Block 116

**7.3 Glengarry Grawin Sheeppark Miners Association, Purchase of land within the Narran-Warrambool Reserve by the National Parks and Wildlife Service.**

GGsMA expressed concerns over a property in OPA4 being purchased by the National Parks and Wildlife Service; currently Department of Environment, Climate Change and Water (DECCW). Further acquisitions for the preservation of biodiversity has the potential to exclude opal mining from prospective opal bearing ground. GGsMA seek to inform the Minister aware that black opal is a finite resource with a limited distribution; restricted to Mintabie in South Australia and areas of the Narran-Warrambool Reserve. Subsequent exclusion from these areas is detrimental to the sustainability of the industry as a whole.

I&I NSW informed the Board that DECCW has focused on areas around the Narran Lakes and the adjoining ridge country as part of its acquisition campaign. Prior to purchasing land DECCW reference properties to I&I NSW for comment; objections raised by the Department form only one part of the determination. One of the considerations is the recent Review of Environmental Factors (REF) for OPA4 recommends a buffer zone be established around the Narran Lakes, for arrange of reasons including Aboriginal & Heritage issues, and biodiversity.

Given the inevitability that DECCW will acquire various parcels of land within the state, it is the function of I&I NSW to limit the harm to access of mineral resources that may occur as a result.

**Action** Minister to be informed of concerns raised by the GGSMA.

**7.4 NSWFA request that the Board adopt; Conduct Guidelines for Members of NSW Government Boards and Committees.**

NSWFA seek that the Board vote on adopting the guidelines provided by the NSW Department of Premier and Cabinet. The majority of the members expressed that the Board was operating in accordance with the Conduct Guidelines.

**Outcome** Secretary to provide new members with a copy of guidelines as they join the Board.

**7.5 NSWFA request that land at risk of subsidence be identified, rehabilitated or restrict access.**

NSWFA request that areas at risk of subsidence be identified and managed accordingly. Expressing specific concerns about public liability and OH&S.

I&I NSW proposed to use ground penetrating radar to identify areas of potential subsidence is being assessed, monies being potentially sourced from the Derelict Mines Fund.

**Action** I&I NSW to monitor and report progress.

## **8 General Business**

### **8.1 Compensation Applications and Payments**

**Accident on the Preserved Opal Fields involving Water Delivery Truck, application by Robert N Bray.**

The Board received an extraordinary claim for compensation from a Mr Robert Bray to recover repair costs incurred as a result of a mine subsidence in the preserved fields, claim noted as per schedule.

The majority of members sought to reject the claim outright for a diverse range of reasons. The Chair recommended that any decision be deferred to allow for I&I NSW to seek clarification as to the Boards role in such matters, including authority to approve claims that fall outside the scope of normal operations.

**Action**

1. Members seek to reject the compensation claim outright.
2. Decision deferred pending advice from I&I NSW.

Remaining payments approved as per schedule.

### **8.2 Road Fund Applications and Payments**

Payments approved as per schedule.

### **8.3 Rehabilitation Levy Applications and Payments**

Payments approved as per schedule.

### **8.4 Mullock Dump Levy Applications and Payments**

Payments approved as per schedule.

### **8.5 Clearing and Cultivation Applications**

NIL

## **9 Other Business**

## WALGETT SHIRE COUNCIL AGENDA

### Lightning Ridge Mining Board Minutes – 20 August 2009

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Nil

#### **10 General Information and Reports**

Matters noted with nil reports or actions associated with the following items;

10.1 Camps on Claims

10.2 Mullock Dumps

10.3 Hudson Pear

10.4 Compliance Audits (Environment, Safety, & Titles)

#### **11 Next Meeting**

Next meeting tentatively set for 26 November 2009

Meeting closed at 12:45pm

**5. CASTLEREAGH MACQUARIE COUNTY COUNCIL MINUTES**

**REPORTING SECTION:** Planning and Regulatory Services  
**AUTHOR:** Matthew Goodwin – Director Planning and Regulatory Services  
**FILE NUMBER:** 09/47

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**Summary:**

Minutes of external bodies are generally placed before Council for noting and discussion where appropriate.

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

The minutes of the Castlereagh Macquarie County Council meeting held on 19 August 2009 are attached.

**Relevant Reference Documents:**

Nil.

**Stakeholders:**

Walgett Shire Council, public.

**Financial Implications:**

Nil.

**Recommendations:**

**Castlereagh Macquarie County Council Minutes**

**Recommendation:**

**That Walgett Shire Council resolve to:**

- 1. Note the minutes of the Castlereagh Macquarie County Council meeting held on 19 August 2009.**

**Attachments:**

A – Minutes of 19 August 2009 Castlereagh Macquarie County Council meeting

## WALGETT SHIRE COUNCIL AGENDA

Attachment A – Minutes of 19 August 2009 Castlereagh Macquarie County Council meeting

**CASTLEREAGH MACQUARIE COUNTY COUNCIL**  
**Minutes of Ordinary Meeting of Council**  
**At Council Chambers, Lightning Ridge**  
**On 19 August 2009, At 10.00 am**

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**PRESENT:** **Councillors:** N Kinsey (Chairman), M Webb, J Collison, I Woodcock, and R Greenaway

**Staff Members:** Ian Kelly and D Arthur

**APOLOGIES:** R Azar, P Shinton, J Wright, M Coe, and D Schieb.

### **CONFIRMATION OF MINUTES**

**Resolved** on a motion of Councillors I Woodcock and M Webb that the Minutes of the Ordinary Meeting held in Walgett on Wednesday, 17 July 2009 be confirmed.

**Carried**

### **BUSINESS ARISING FROM THE PREVIOUS MINUTES**

Councillor J Collison thanked the General Manager for work carried out on the Fruit Fly Control Program.

### **GENERAL MANAGERS REPORT**

#### **Item1: Bank Reconciliation as at 31 July 2009**

**Resolved** on a motion of Councillors I Woodcock and M Webb that the Bank Reconciliation as at 31 July 2009 be received and adopted.

**Carried**

#### **Item 2: Financial Reports for Year Ended 30 June 2009**

**Resolved** on a motion of Councillors J Collison and I Woodcock that the Financial Reports for Year Ended 30 June 2009 be received and adopted.

**Carried**

#### **Item 3: Budget Review as at 30 June 2009**

**Resolved** on a motion of Councillors J Collison and I Woodcock that the Budget Review as at 30 June 2009 be received and adopted.

**Carried**

## WALGETT SHIRE COUNCIL AGENDA

CASTLEREAGH MACQUARIE COUNTY COUNCIL  
Minutes of Ordinary Meeting of Council  
At Council Chambers, Lightning Ridge  
On 19 August 2009, At 10.00 am

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**Item 4: Shires Association of NSW Annual Conference 2009**

**Resolved** on a motion of Councillors R Greenaway and J Collison that the motions given at the NSW Annual Conference have been noted.

**Carried**

**Item 5: Fruit Fly Program 2009-2010**

**Resolved** on a motion of Councillors M Webb and J Collison that the attached Fruit Fly Program 2009-2010 be noted.

**Carried**

**CHIEF WEEDS OFFICER'S REPORT**

**Noxious Plant Report - Warrumbungle**

**Resolved** on a motion of Councillors R Greenaway and M Webb that the Warrumbungle Noxious Plant Report be received and noted.

**Carried**

**Noxious Plant Report - Coonamble**

**Resolved** on a motion of Councillors M Webb and J Collison that the Coonamble Noxious Plant Report be received and noted.

**Carried**

**Noxious Plant Report - Gilgandra**

**Resolved** on a motion of Councillors J Collison and M Webb that the Gilgandra Noxious Plant Report be received and noted.

**Carried.**

**Noxious Plant Report – Walgett**

**Resolved** on a motion of Councillors R Greenaway and I Woodcock that the Walgett Noxious Plant Report be received and noted.

**Carried**

CASTLEREAGH MACQUARIE COUNTY COUNCIL  
Minutes of Ordinary Meeting of Council  
At Council Chambers, Lightning Ridge  
On 19 August 2009, At 10.00 am

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**Noxious Plant Report – Warren**

**Resolved** on a motion of Councillors M Webb and I Woodcock that the Warren Noxious Plant Report be received and noted.

**Carried**

**CONFIDENTIAL**

**Resolved** on a motion of Councillors I Woodcock and M Webb that Council proceed into the Committee of the Whole, the time being 10.30 am, to consider the following matter:

**Carried**

**Item 1 : Property Inspections and Private Works**

**Resolved** on a motion of Councillors M Webb and R Greenaway that the press and public be excluded from the Committee Meeting because the business being discussed and transacted, concerned if discussed, prejudice the maintenance of law and are personal matters concerning particular individuals (Section 10A2(a)(e)).

**Carried**

**Resolved** on a motion of Councillors M Webb and R Greenaway that Reports on Property Inspections and Private Works be received and noted.

**Carried**

**RESUMPTION OF ORDINARY MEETING**

**Resolved** on a motion of Councillors J Collison and M Webb that Council resume the Ordinary Meeting of Council at 10.35 am.

**Carried**

**ADOPTION OF RECOMMENDATION OF CONFIDENTIAL COMMITTEE OF THE WHOLE**

The General Manager advised that the following recommendation is adopted by the Committee of the Whole.

**CASTLEREAGH MACQUARIE COUNTY COUNCIL**  
**Minutes of Ordinary Meeting of Council**  
**At Council Chambers, Lightning Ridge**  
**On 19 August 2009, At 10.00 am**

---

**GENERAL BUSINESS**

The General Manager advised that he had been developing a noxious weeds web page.

**Resolved** on a motion of Councillors R Greenaway and J Collison that the General Manager continue to develop the noxious weeds web page.

**Carried**

**NEXT MEETING**

The next meeting is scheduled for Wednesday, 21 October 2009, at Gilgandra.

**THERE BEING NO FURTHER BUSINESS**  
**THE MEETING CONCLUDED AT 11.20 AM**

**WALGETT SHIRE COUNCIL AGENDA**

## 6. **WALGETT LOCAL EMERGENCY MANAGEMENT COMMITTEE**

**REPORTING SECTION:** Director Rural Infrastructure & Support Services  
**AUTHOR:** Ian Taylor - Director Rural Infrastructure & Support Services  
**FILE NUMBER:** 09/50

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### **Summary:**

Walgett Local Emergency Management Committee is instituted under the State Emergency and Rescue Management Act 1989. This report provides Council with the minutes of the October 2009 meeting.

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

Walgett Local Emergency Management Committee is instituted under the State Emergency and Rescue Management Act 1989. It is tasked with the responsibility of ensuring preparedness for and coordinating the response to emergencies at the local level.

### **Relevant Reference Documents:**

Walgett local Emergency Management Committee Minutes, 7 October 2009

### **Stakeholders:**

All emergency response agencies  
All persons in Walgett Shire

### **Financial Implications:**

Nil

<b>Walgett Local Emergency Management Committee</b>
<p><b>Recommendation:</b></p> <p><b>That Walgett Shire Council resolve to:</b></p> <ol style="list-style-type: none"><li><b>Note the minutes of the Walgett Local Emergency Management Committee Meeting held 7 October 2009.</b></li></ol>

**MINUTES OF THE  
WALGETT LOCAL EMERGENCY MANAGEMENT COMMITTEE**

The following are minutes of the Walgett Local Emergency Management Committee Meeting held on Wednesday, 7 October 2009, commencing at 10.10 am in the Walgett Police Station Meeting Room.

**1. PRESENT**

Acting Superintendent Bob Noble (Chair)	Castlereagh Local Area Command – NSW Police Force
Stuart Davies	District Emergency Management Officer – NSW Police Force
Tony Place	New South Wales Rural Fire Service
Annie McMahon	Walgett Health Service
Gavin Arnold	New South Wales State Emergency Service
Rob Jansen	New South Wales Fire Brigade
Natalie Dunstan	Minute Secretary – NSW Police Force

**2. APOLOGIES**

Ian Taylor	Local Emergency Management Officer – Walgett Shire Council
Inspector Chris Taylor	Castlereagh Local Area Command – NSW Police Force
Peter Holcombe	Captain - Burren Junction Volunteer Rescue Association
Julie Marshall	Local Controller – State Emergency Services
Inspector Greg Lewis	New South Wales Fire Brigades – Regional West 1
Superintendent David Felton	New South Wales Fire Brigade
Elizabeth Mills	Lightning Ridge Health Service
Myles Parker	New South Wales Department of Primary Industries
Kelly Rowe	Walgett Aboriginal Medical Service

**3. WELCOME AND INTRODUCTION**

Acting Superintendent Noble welcomed those representatives of the Emergency Services that were in attendance.

**4. MINUTES OF THE PREVIOUS MEETING – 3 JUNE 2009**

It was noted that the minutes of the Local Emergency Management Committee Meeting held on 3 June 2009 had been circulated to members of the Committee.

The Minutes of this meeting were not accepted as there were no-one in attendance from the previous meeting held on 3 June 2009.

**5. BUSINESS ARISING FROM THE MINUTES – 3 JUNE 2009**

**5.1 COLLARENEBRI HEALTH SERVICE REPORT**

At the previous meeting discussions were held regarding an incident where the fire alarm was activated at the Collarenebri Hospital, however the Fire Brigade did not arrive at the scene but went to the local service station instead.

It was agreed that Inspector Lewis enquires about an incident involving contamination at Collarenebri sometime in October 2008 that required the attendance of New South Wales Fire Brigade and the concern raised that a courtesy call was not made to the Collarenebri Hospital advising of this.

The meeting noted that Inspector Lewis had made enquiries regarding the above matter and advice had been provided to Ms Mahoney.

**5.2 JOINT LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETINGS**

Discussions were held at the meeting held on 3 June 2009 regarding arrangements for future Local Emergency Management Committee Meetings and whether Walgett and Coonamble will hold combined meetings.

Further discussions were held and it was agreed that the first meeting in the New Year should be a combined meeting with Walgett and Coonamble and then the remainder of the meetings for 2010 should be convened locally.

It was agreed that Acting Superintendent Noble raises this matter at the Coonamble Local Emergency Management Committee Meeting scheduled to be held this afternoon.

**ACTION:**

**That Acting Superintendent Noble raises at the Coonamble Local Emergency Management Committee Meeting scheduled to be held this afternoon the suggestions of a combined meeting with Walgett and Coonamble to be held early 2010.**

**5.3 AERODROME EXERCISES**

At the previous meeting it was agreed that an Aerodrome Emergency Exercise be convened in Walgett to cover both Lightning Ridge and Walgett Airports.

Further discussions were held regarding the proposed Aerodrome Emergency Exercises and it was agreed that a letter be forwarded to Walgett Shire Council to seek clarification on what they are requiring to be held in regards to emergency exercises for both the Walgett and Lightning Ridge Airports.

Mr Place advised that he is willing to assist with the preparation of the Aerodrome Emergency Exercises and it was agreed that Acting Superintendent Noble, Local Emergency Management Officer, Ian Taylor and Mr Tony Place of New South Wales Rural Fire Service would meet to discuss arrangements for the proposed aerodrome emergency exercises.

District Emergency Management Officer, Mr Stuart Davies informed the meeting that once arrangements had been confirmed, if the Committee could advise him of the details then some funding might be possible through the State Rescue Board to cover catering costs etc.

**ACTION:**

- 1. That Acting Superintendent Noble, Local Emergency Management Officer, Ian Taylor and Mr Tony Place of New South Wales Rural Fire Service meet to discuss arrangements for the proposed aerodrome emergency exercises for both Walgett and Lightning Ridge.**
- 2. That once arrangements are confirmed, that DEMO Stuart Davies be advised for application to be made for any available funding.**

**5.4 EMERGENCY RISK MANAGEMENT REPORT**

It was agreed at the previous meeting that Mr Ian Taylor arranges for the distribution of the Emergency Risk Management Report to be forwarded to all members of the Local Emergency Management Committee.

The Committee noted that Mr Taylor had forwarded copies of the Draft Emergency Risk Management Report to members of the Local Emergency Management Committee.

**5.4 EMERGENCY RISK MANAGEMENT REPORT - continued**

The Committee noted the contents of the Report and agreed that the report should be accepted subject to the necessary amendments being made (highlighted in yellow within the report) and that clarification be sought on the dates recorded for the report.

**RESOLUTION:**

It was agreed, Moved Acting Superintendent Bob Noble, Seconded Annie McMahon that:-

1. The Emergency Risk Management Report circulated to members of the Local Emergency Management Committee is accepted subject to the changes highlighted in yellow within the report being amended.
2. The Emergency Risk Management Report has recorded on the cover page the following information:  
  
*Draft - 2007*  
*Review - 2008*  
*Report Approved by Walgett Local Emergency Management Committee – October 2009*
3. The Emergency Risk Management Report once finalised be forwarded to District Emergency Management Officer, Stuart Davies for presentation to the District Emergency Management Meeting scheduled to be held in December 2009.
4. Acting Superintendent Noble and District Emergency Management Officer Stuart Davies, if required, meet to discuss the content of the Emergency Risk Management Report.

Carried.

**5.5 RURAL FIRE SERVICE WALGETT - BREAK AND ENTER**

At the previous meeting it was agreed that Senior Constable Tim Preston would attend to a Safety Audit at the vicinity of the Walgett Rural Fire Service Shed.

Acting Superintendent Noble informed the meeting that this audit had been completed.

**5.6 CHECKING OF MEDICAL SUPPLIES**

It was requested at the previous meeting that Health Services arrange for the checking of all blood sample kits stored at the hospitals to ensure that they are in date and not expired.

Ms Annie McMahon advised that she will make enquiries at the Walgett Health Service to ensure that this action has occurred.

**ACTION:**

**That all Health Service Representatives ensure that a checking mechanism is set in place at their Health Service to ensure that blood sample kits have not expired.**

**5.7 WALGETT SHIRE DISASTER PLAN**

It was agreed at the previous meeting that District Emergency Management Officer, Stuart Davies, Local Emergency Management Officer, Ian Taylor and Acting Superintendent Noble make arrangements to meet to discuss final details of the Disaster Plan and present to the next meeting of the Local Emergency Management Committee for endorsement.

The meeting noted that the plan had not been discussed as yet and that this action will be attended to prior to the next meeting.

**ACTION:**

1. That District Emergency Management Officer, Stuart Davies, Local Emergency Management Officer, Ian Taylor and Local Emergency Operations Controller, Acting Superintendent Noble make arrangements to meet to discuss final details of the Disaster Plan.
2. That following this review the Disaster Plan is presented to the next meeting of the Local Emergency Management Committee for endorsement.
3. That an electronic copy of the current DRAFT Disaster Plan be forwarded to District Emergency Management Officer Stuart Davies.

**6. EVENTS**

It was agreed at the previous meeting that a standard agenda item of "EVENTS" had to be included on the Agenda for the Local Emergency Management Committee Meetings.

This Agenda Item is to cover things such as large public gatherings or events particularly relating to matters that might impact on hospitals, ambulance etc. This information will then be used to liaise accordingly with the Greater Western Area Health Service.

Acting Superintendent Noble informed the meeting that there maybe a possibility of the NARLA Football Carnival being held in Walgett during the October 2010 long weekend. Discussions were held regarding the infrastructure etc in Walgett to cover such an event and it was agreed that further discussions would need to be held in consultation with the Walgett Shire Council.

**ACTION:**

1. That District Emergency Management Officer Stuart Davies advise the Greater Western Area Health Service of the proposed discussions for the NARLA Carnival to be held in Walgett during the October 2010 long weekend.
2. That a letter be forwarded to Walgett Shire Council requesting that they advise District Emergency Management Officer, Stuart Davies of any major events that they become aware of.

## WALGETT SHIRE COUNCIL AGENDA

### 7. GENERAL BUSINESS

#### 7.1 NEIGHBOURHOOD SAFER PLACES – PLACES OF LAST RESORT

An Interim Policy for Neighbourhood Safer Places has been developed by the New South Wales Rural Fire Service.

Mr Tony Place, NSW Rural Fire Service discussed the proposal for Neighbourhood Safer Places and advised that the concept of the Neighbourhood Safer Place Proposal is a result of the Victorian Bush Fires in February 2009.

The intent of the Policy is to provide the criteria to identify a Neighbourhood Safer Place that will provide a place of last resort for people to gather during the passage of a bush fire front. The Neighbourhood Safer Places are intended to be used as a person's backup plan, a place of last resort, if their personal Bush Fire Survival Plans cannot be implemented or have failed.

The Neighbourhood Safer Place can be a building or a space that can provide for improved protection of human life, taking into account exposure to radiant heat, smoke and embers during the onset and passage of a bush fire.

It had been requested that the Local Emergency Management Committee nominate areas within each township for "safer places".

The following locations were agreed to:-

TOWNSHIP	LOCATION
WALGETT	Walgett Number One Sports Oval
	Walgett Swimming Pool
	Walgett Airport
CARINDA	Joint Rural Fires Service / SES Building
GLENGARRY	Rural Fire Service Shed
	State Emergency Service Shed
COLLARENEBRI	Collarenebri Swimming Pool
BURREN JUNCTION	Grain Silo
LIGHTNING RIDGE	Spider Brown Oval
	Lightning Ridge Bowling Club Car Park

It was agreed that Mr Place would record the relevant information in the template for Neighbourhood Safer Places and arrange accordingly.

#### **ACTION:**

**That Mr Tony Place, New South Wales Rural Fire Service makes the necessary arrangements to record the abovementioned allocations in the required template for Neighbourhood Safer Places.**

## WALGETT SHIRE COUNCIL AGENDA

### 8. GENERAL BUSINESS - CONTINUED

#### 8.1 SES DEPUTY CONTROLLERS

Mr Gavin Arnold, State Emergency Service informed the meeting that all newly appointed Deputy Controllers to the State Emergency Service will now be classified as "Emergency Officer's" under the Act.

#### 8.2 MEETING DATES FOR LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETINGS - 2010

Meeting dates for 2010 Local Emergency Management Committee Meetings were discussed and the following dates were agreed:-

MEETING DATE	MEETING VENUE
17 February 2010	Coonamble Rural Fire Service Office
4 June 2010	Walgett Police Station Meeting Room
8 October 2010	Walgett Police Station Meeting Room

Meetings will be held at 10.00 am and the Local Rescue Sub Committee Meetings will be held at the completion of the Local Emergency Management Committee Meetings.

Further clarification will be sought with the Coonamble Local Emergency Management Committee regarding a date for the proposed combined meeting.

### 9. NEXT MEETING

The next meeting of the Local Emergency Management Committee will be held on 17 February 2010 at the Coonamble Rural Fire Service Office, Floyd Street, Coonamble, commencing at 10.00 am.

**There being no further business the meeting closed at 11.00 am.**

## 14. Reservation of items for Debate

Nil

## 15. Reports of Officers

### 7. ***LIGHTNING RIDGE PRECINCT COMMITTEE – MINUTES OF MEETINGS***

**REPORTING SECTION:** General Manager  
**AUTHOR:** Ray Kent – General Manager  
**FILE NUMBER:** 09/1491

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#### **Summary:**

Minutes of meetings of Precinct Committees are placed before Council for information and discussion, where appropriate.

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

Minutes of the meeting held on the 22nd October are attached. Copies have been distributed to Directors for noting and action, where appropriate.

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

Nil

#### **Stakeholders:**

Residents of Lightning Ridge and surrounding areas

#### **Financial Implications:**

Nil

### **Lightning Ridge Precinct Committee Minutes of Meetings**

#### **Recommendation:**

#### **That:**

1. **That the minutes of the 22<sup>nd</sup> October Meeting of the Lightning Ridge Precinct Committee be noted**

#### **Attachment:**

Minutes of the Precinct Committee's October Meeting

# Lightning Ridge Precinct Committee

Held 22 October 2009 6:30pm

At Lightning Ridge Bowling Club

## Minutes

**Present:** Robert Jelbart, Maria Sorokoput, Danielle Osborne, Michael Taylor, Petrina Brown, Karin Thurston  
**Community Members:** Herman Kreller, Sandy Kreller, Jenni Brammall, Vicki Drackett, John Emerson, John Brown, James Mitchell, Leith Singe, Keith Smith, Pol Henry, John Mickan, Mitchell Kerr, Cazi Peters, Chuck Peters, Debra Smith, Michael Evans, Michael Ah Kit, Graham Henry

**Apologies:** Kym Briscoe

### General Business

#### Regional Infrastructure Grant Program Update Report, (Draft) 228/09

This meeting was held to give members of the community to present proposals to gain funds for their projects under the Regional Infrastructure Grant where Walgett Shire Council had stated that \$40,000 was being allocated from this grant to Lightning Ridge. A copy of the guidelines for this grant had been circulated and a discussion was held on how the grant was in place to benefit the community. There were three groups present who wished to talk and present their proposals.

#### Lightning Ridge Men's Shed

The proposal was presented by Chuck Peters and a copy of the proposal was handed to the Chair.

#### Three Mile Open Cut Walk Way

The proposal was presented by Herman Kreller and a copy of the proposal was handed to the Chair

#### Australian Opal Centre

The Proposal was presented by Jenni Brammall and a copy of the proposal was handed to the Chair

All of these proposals were well received by those present and each had a strong community based theme.

**Motion:** That the Lightning Ridge Precinct Committee Endorse the three projects and submit them to Walgett Shire Council for consideration.

Moved: Chuck Peters

2<sup>nd</sup>: Graham Henry

Passed Unanimously

There was discussion as to who would choose the final project/projects. The Walgett Shire Council would have the final decision on the way in which the grant would be spent and each group was advised to liaise closely with Carol Medcalf or Allison Wheeler to fine tune their proposals.

**Motion:** That Danielle Osborne hand deliver the proposals to Walgett Shire Council on Friday 23 October.

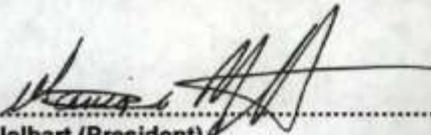
Moved: Herman Kreller

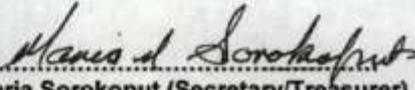
2<sup>nd</sup> John Emerson

Robert Jelbart thanked each group for putting together three great projects in such a short time and for attending the meeting. He also expressed that the committee would welcome their presence at future meetings.

**Meeting closed 7:50pm**

**Next meeting: No date was set for the next meeting. Members will be advised and an advertisement placed in the Ridge News.**

Signed   
Robert Jelbart (President)

Signed   
Maria Sorokoput (Secretary/Treasurer)

## **8. POSSIBLE COMPULSORY ACQUISITION OF THE SITE OF THE BURREN JUNCTION BORE BATHS**

**REPORTING SECTION:** General Manager  
**AUTHOR:** Ray Kent – General Manager  
**FILE NUMBER:** 09/1776

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### **Summary:**

At the October 2009 Council meeting, Council resolved to:

“1. Seek to acquire the Crown land which is the site of the HACCC and proposed Dementia Day Care Centre by compulsory acquisition pursuant to the Land Acquisition (Just Terms Compensation) Act 1991.” (the Act).

Only by Council gaining freehold title to the land in question was it possible for a Financial Agreement to be finalised with the funding bodies and for leases to be finalised with the current and proposed tenants. The Resolution of Council is being given effect by Council’s Solicitor.

It is considered that there is good reason why Council should also seek to gain freehold title to the land which is the site of the Burren Junction Bore Baths and the land which has been identified as the site of the proposed second evaporation pond.

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

The objects of the Land Acquisition (Just Terms Compensation) Act 1991 include:

“(1) (a) to guarantee that, when land affected by a proposal for acquisition by an authority of the State is eventually acquired, the amount of compensation will be not less than the market value of the land (unaffected by the proposal) at the date of acquisition.”

“(1) (e) to encourage the acquisition of land by agreement instead of compulsory process.”

“Authority of the State” includes “a council or county council within the meaning of the Local Government Act 1993”.

Section 29 (1) of the Act provides that “Land may be compulsorily acquired by an authority of the State under this Act even though it is Crown land.”

As the Burren Junction Bore Baths is a community asset of great economic significance to the community of Burren Junction it is considered appropriate that the destiny of the baths should be exclusively within the hands of Council, and hence Council should seek to gain freehold title to the site. At present, for instance, a request for Owner’s Consent to enable a DA to be lodged for the second evaporation pond has been with the Land and Property Management Authority for 7 weeks.

A responsible representative of the Authority has indicated that no objection will be raised to a Council proposal to acquire the Crown land which comprises the site. Council will also seek to acquire the land upon which the Bore Baths are located. This site is owned by the Water Administration Ministerial Corporation.

**Relevant Reference Documents:**

Land Acquisition (Just Terms Compensation) Act 1992.

**Stakeholders:**

The Burren Junction community.

**Financial Implications:**

Acquisition cost of approximately \$ 22,000 plus legal costs.

**Possible Compulsory Acquisition of the site of the Burren Junction Bore Baths**

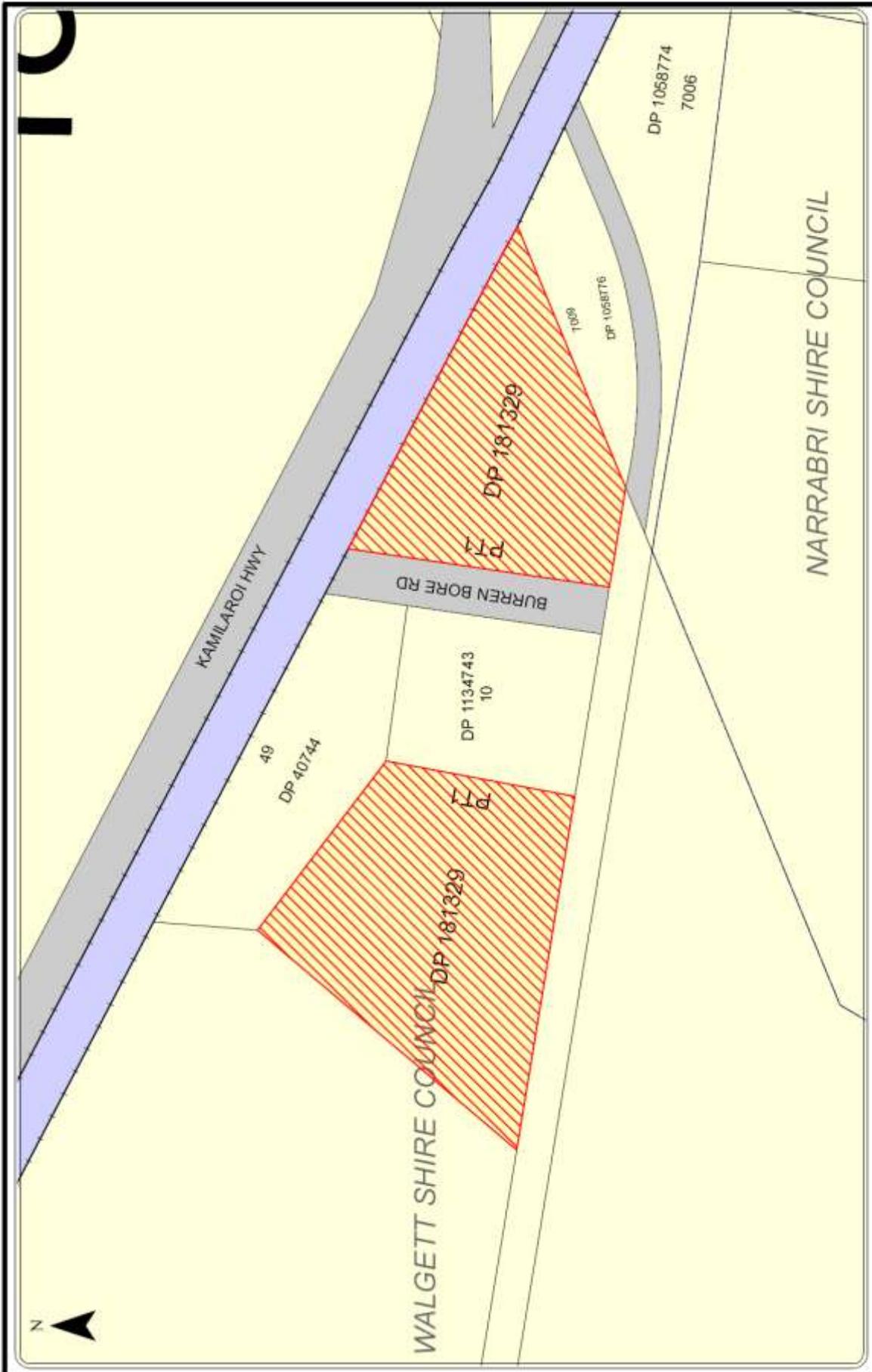
**Recommendation:**

**That Council:**

1. **Seek to acquire the Crown Land which is the site of the Burren Junction Bore Baths and associated areas, including Lot DP 181329 (Reserve 60917) and Lot 49 DP40744 (Reserve 160024), by compulsory acquisition pursuant to the Land Acquisition (Just Terms Compensation) Act 1991.**
2. **Seek to acquire Lot 10 DP 1134743 (site of baths) which is owned by the Water Administration Ministerial Corporation.**
3. **Request the Land and Property Management Authority to issue Owner's Consent for a Development Application for a second evaporation pond at the Bore Baths forthwith.**

**Attachments:**

Site Plan of Burren Junction Bore Baths.



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 30 0 30 60 90  
 Metres  
[www.land.nsw.gov.au](http://www.land.nsw.gov.au)

PARISH: BURREN EAST  
 COUNTY: JAMISON  
 LGA: WALGETT  
 SUBURB: BURREN JUNCTION

Department of Lands  
 DC08 Copyright Land & Property Information NSW 2007

**9. AUSTRALIA DAY 2010**

**REPORTING SECTION:** General Manager  
**AUTHOR:** Ray Kent – General Manager  
**FILE NUMBER:** 09/60

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**Summary:**

On Tuesday 26th January 2010, Council's Australia Day Breakfast and Celebration will be held at the Collarenebri Bowling Club. The centrepiece of the morning will be the presentation of Council's Australia Day Awards by the Mayor and the Australia Day Council's Ambassador to Walgett Shire. Among other things, Council needs to establish a Judging Panel for the Awards.

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

Council has previously determined that the Judging Panel should comprise the Mayor (as Chairperson), one or two Councillors and at least five community members. It was also determined last year that the Councillor members of the Panel should be authorised to extend invitations to community members to join the Panel, as they see fit.

Copies of advertisements calling for nominations for the Awards and nominations to the Award Judging Panel, are attached.

**Relevant Reference Documents:**

Nil

**Stakeholders:**

Residents of the Shire

**Financial Implications:**

Nil

**Australia Day 2010**

**Recommendation:**

**That:**

- 1. The Mayor and the following Councillors be members of the Australia Day Awards Judging Panel:**
- 2. The Mayor be the Chairperson of the Judging Panel.**
- 3. The Mayor and Councillors on the Panel be authorised to determine community members of the Panel and to invite community members to join the Panel.**

**Attachments:**

Advertisement calling for nominations for Australia Day Awards  
Advertisement calling for nominations to Judging Panel.



## AUSTRALIA DAY AWARDS - 2010

Australia Day Celebrations will be held on 26 January 2010.

Council is once again seeking nominations for "Australia Day Awards" in the following categories:

- **Citizen of the Year**
- **Senior Citizen (60 years and over)**
- **Young Citizen (Aged 16 to 25 years)**
- **Young Sportsperson (under 18 years)**
- **Sportsperson of the Year**
- **Sports team of the Year**
- **Consistent Community Service Award for an Individual**
- **Community Event of the Year**

The Australia Day Awards are a way the community thanks and recognises those persons who have worked tirelessly for organisations and the community and excelled in their chosen field.

Nomination Forms can be obtained from: -

- Walgett Shire Council Chambers
- Walgett Visitor Information and Internet Centre
- Lightning Ridge Visitor Information Centre
- Lightning Ridge Neighbourhood Centre
- Lightning Ridge Library
- Collarenebri Post Office and Commonwealth Bank Agency
- Burren Junction Post Office and Service Station
- Grawin Store
- Rowena Store
- Carinda Store
- or by contacting Walgett Shire Council on (02) 6828 1399.

Completed nomination forms are to be returned no later than Friday, 11 December 2009 to: -

"Australia Day Awards"  
Walgett Shire Council Chambers  
PO Box 31  
WALGETT NSW 2832

Ray Kent  
General Manager



## 2010 AUSTRALIA DAY AWARDS – MEMBERS OF JUDGING PANEL

Walgett Shire Council is seeking nominations from interested persons to be part of the judging panel for the Australia Day Awards. The Panel will be chaired by Mayor Ian Woodcock.

The judging will take place in the Council Chambers in the week commencing 14<sup>th</sup> December 2009.

Please register your interest with Jodie Campbell on 68286116, or via email [jcampbell@walgett.nsw.gov.au](mailto:jcampbell@walgett.nsw.gov.au) by 11<sup>th</sup> December 2009.

Ray Kent  
General Manager

## 10. ANNUAL REPORT

**REPORTING SECTION:** Corporate and Community Services  
**AUTHOR:** Carole Medcalf – Director Corporate and Community Services  
**FILE NUMBER:** 09/1186

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### Summary:

Section 428 of the Local Government Act requires councils to lodge an Annual Report to the NSW Department of Local Government within 5 months of the end of the financial year. An Audited Financial report is also required to be lodged with the Department within 4 months of the end of the year. The audited financial report forms part of Council's Annual Report.

### Discussion (including issues and background):

Council's Annual Report for 2008/2009 has been completed and is forwarded under separate cover. Of significance is the report received from Council's auditors which gives Walgett Shire Council an unqualified financial audit report and, in which Council's previous financial improvements can be seen to have continued. Attached to this report is the Public Notice which meets the requirements of Section 418(3) of the Local Government Act 1993.

The Annual Report provides a record of Council's work achievements which enables the community and state and federal government to gauge Council's performance, as well as measured financial accountability for the public monies managed by Council on behalf of its ratepayers.

Council's Audit to 30 June 2009 has been completed and in accordance with the Local Government Act 1993, Section 418 (1) (b) public notice was given of the date so fixed for the presentation of the audited financial reports, together with the auditor's report and that under Section 420 of the Local Government Act 1993 any person may make written submissions to Council with respect to these reports.

Council's Audited Financial Reports and Auditor's Report are located at Appendix A of the Annual Report.

### Relevant Reference Documents:

Local Government Act 1993

### Stakeholders:

Walgett Shire Council  
Walgett Shire ratepayers  
NSW Department of Local Government

### Financial Implications:

As per Budget 2009/2010

**Annual Report**

**Recommendation:**

- 1. That Council endorses the Annual Report and that the Annual report be forwarded to the Department of Local Government**

**Attachments:**

Annual Report under separate cover

## **11. INTEGRATED PLANNING REQUIREMENTS**

**REPORTING SECTION:** Corporate and Community Services  
**AUTHOR:** Carole Medcalf – Director Corporate and Community Services  
**FILE NUMBER:** 09/1565

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### **Summary:**

The Department of Local Government Circular 09/37 Commencement of the Local Government Amendment (Planning and Reporting) Act 2009 details the requirements for Councils to implement the new legislated Integrated Planning processes. A brief Power Point presentation will be given during Council meeting outlining the main responsibilities and statutory requirements.

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

There are 3 groups with different timelines that Councils can nominate to be part of. In a letter to General Managers the Department indicated that Council is required to nominate, by resolution prior to 1 December 2009, in which timeframe it wishes to complete its Integrated Plan.

The timeframes are as follows:

- Group 1: Community Strategic Plan and Delivery Program adopted by 30 June 2010
- Group 2: Community Strategic Plan and Delivery Program adopted by 30 June 2011
- Group 3: Community Strategic Plan and Delivery Program adopted by 30 June 2012

Councillors are aware that part of the work of developing a Community Strategic Plan has commenced with the facilitated workshop held in early 2009. However, the Integrated Plan is substantially more than what has been achieved to date and as such consideration will need to be given to the resources available and the time to be taken in engaging the community in the planning process.

Council's resolution is required to be forwarded in writing to the Department of Local Government by 1 December 2009.

Given the preparatory work already commenced but the amount of work still to be undertaken, it would appear to be prudent to consider Group 2 as the best position for Council to take. This would require the Plan and Program to be developed by 30 June 2011.

### **Relevant Reference Documents:**

Local Government Act 1993  
Local Government Regulations

### **Stakeholders:**

Walgett Shire Council  
Walgett Shire ratepayers  
Department of Local Government  
State and Federal agencies and non government agencies delivering services in Walgett Shire

## WALGETT SHIRE COUNCIL AGENDA

### Financial Implications:

Additional \$6,500 for consultation processes to be allocated from budget

### Integrated Planning Requirements

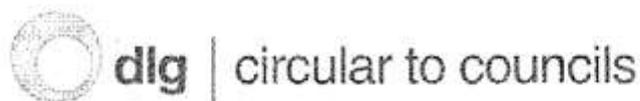
#### Recommendation:

#### That:

1. **Walgett Shire Council nominates to adopt its initial Integrated Plan and Delivery Program as part of Group 2 by 30 June 2011.**

### Attachments:

1. Department of Local Government Circular 09/37 Commencement of the Local Government Amendment (Planning and Reporting) Act 2009
2. Letter to General Manager from DLG dated 14 October 2009 (received 5 November 2009)



Circular No. 09-37  
Date 14 October 2009  
Doc ID. A195960

Contact IPR team  
02 4428 4220  
ipr@dlg.nsw.gov.au

**COMMENCEMENT OF THE LOCAL GOVERNMENT AMENDMENT  
(PLANNING AND REPORTING) ACT 2009**

The *Local Government Amendment (Planning and Reporting) Act 2009* (the Act) was assented to by the Governor on 9 October 2009 and commenced on and from that date. The amendments to the Act give effect to the Integrated Planning and Reporting framework that has been developed with the support of the local government sector.

The Act provides transitional provisions for phasing in the new legislative requirements over a three-year period. The Division of Local Government will be writing to all General Managers requesting that general purpose councils and county councils choose which Group they will be in with regard to implementing the new framework.

All general purpose councils and county councils are advised that a council resolution will be required for group nomination.

The timeframe for each of the Groups is as follows:

- Group 1: Community Strategic Plan and Delivery Program adopted by 30 June 2010
- Group 2: Community Strategic Plan and Delivery Program adopted by 30 June 2011
- Group 3: Community Strategic Plan and Delivery Program adopted by 30 June 2012.

When determining which one of the three Groups it will participate in, councils should consider:

- its capacity to meet the new legislative requirements within the timeframe
- if there is sufficient time to effectively engage its community in the development of the Community Strategic Plan
- the status of its Resource Strategy development. It is essential that the elected council has adequate information to inform its decisions when endorsing the Community Strategic Plan and adopting its first Delivery Program and Operational Plan. For example, council should have an asset management strategy developed that identifies how it will manage its assets, and how and over what timeframe it will develop asset management plans for all classes of assets.

Department of Local Government  
5 O'Keefe Avenue NOWRA NSW 2541  
Locked Bag 3015 NOWRA NSW 2541  
T 02 4428 4100 F 02 4428 4199 TTY 02 4428 4209  
E dl@dlg.nsw.gov.au W www.dlg.nsw.gov.au ABN 99 567 863 195

Councils that have already adopted, or are well-progressed towards adopting, a long-term community strategic plan which included appropriate community engagement should consider nominating for Group 1.

Specific exemptions and modifications to clarify the requirements for county councils will be included in forthcoming amendments to the Local Government (General) Regulation 2005. This will include that instead of having a Community Strategic Plan, county councils will be required to have a long-term strategic plan for their business activity that is developed in consultation with their constituent councils.

Councils are reminded that the transitional provisions provide that councils continue to operate under the legislative requirements in place prior to the Amendment Act, until such time as their Group commences under the new Integrated Planning and Reporting framework.

As a number of councils have made enquiries to the Division regarding the transition arrangements, the following information is provided regarding requirements for Social/Community Plans and State of the Environment Reports.

#### **Social/community plans**

Under the previous legislation all general purpose councils must have a social/community plan for their area. These must be submitted to the Division every five years. Most councils last submitted their social/community plans in November 2004, and are therefore due to submit again by 30 November 2009.

Under the new Integrated Planning and Reporting framework, there is no longer a requirement for a separate social/community plan. However, **social planning by councils continues to be a critical part of councils' business**, but will now be integrated into a more strategic and streamlined approach to planning. Identified actions in existing social/community plans which may not have progressed into a council's annual management plan will now be embedded into the strategic planning framework. This elevates the importance of social planning by councils.

Councils that choose to commence under the new legislation in Group 1 will not be required to develop a new social/community plan to meet the requirement to have a current plan at 30 November 2009. Depending on a council's progress in implementing its current social/community plan, it may be in a position to extend the timeframe of the current social/community plan to cover the period through to 30 June 2010.

This would enable the council to conduct a review of its current plan, and utilise the findings to inform the Community Strategic Plan that is to be developed by 30 June 2010. Group 1 councils should be focussing their resources on engaging with all groups within their community to develop their Community Strategic Plan, which must address social, environmental, economic and civic leadership issues.

3

Group 2 and 3 councils must ensure that the social and community planning needs of their communities are in place at 30 November 2009 and through until they commence under the new legislation.

**State of the environment reports**

Under previous legislative provisions, all general purpose councils are required to prepare a comprehensive State of the Environment report (SoE) for 2008-09 and submit this to the Division by 30 November 2009.

SoE guidelines are available from the 'Publications' page on the Division's website. A checklist for the preparation of SoEs is also available on the website under the 'Local Government Reform Program – Promoting Better Practice' page (see 'Information for Councils').

**Guidelines and Manual**

The Division is currently finalising the Regulation, Guidelines and Manual together with the capacity building website that will include information on workforce planning. A further circular to councils will be issued when these are released.

If you have questions relating to the implementation of these reforms, please contact the Integrated Planning and Reporting team on telephone 4428 4220 or email at [ipr@dlg.nsw.gov.au](mailto:ipr@dlg.nsw.gov.au).



**Ross Woodward**  
**Deputy Director General (Local Government)**  
**Department of Premier and Cabinet**



Department of Local Government  
5 O'Keefe Avenue NOWRA NSW 2541  
Locked Bag 3015 NOWRA NSW 2541

OUR REFERENCE  
YOUR REFERENCE  
CONTACT

A195960  
IPR team  
02 4428 4220

Mr Ray Kent  
General Manager  
Walgett Shire Council  
PO Box 31  
Walgett NSW 2832

14 October 2009

Dear Mr Kent

**Implementation of the integrated planning and reporting framework**

As advised in Circular to Councils 09-37, the *Local Government (Planning and Reporting) Amendment Act 2009* was assented to on 9 October 2009.

**Group nomination:**

As you would be aware, the Amendment Act includes transitional provisions to enable general purpose councils to select when they will commence under the new Integrated Planning and Reporting framework. To facilitate this, Council is asked to advise in writing its choice of Group for the implementation of the new requirements. Please note that Group choice will need to be determined by Council resolution.

Nominations for Group 1 will be formally Gazetted by Ministerial Order, with these councils required to meet the timeframes that are set out in Schedule 8 of the Amendment Act.

The timeframes are as follows:

- Group 1: Community Strategic Plan and Delivery Program adopted by 30 June 2010.
- Group 2: Community Strategic Plan and Delivery Program adopted by 30 June 2011.
- Group 3: Community Strategic Plan and Delivery Program adopted by 30 June 2012.

Councils are required to submit their completed Community Strategic Plan to the Division of Local Government, Department of Premier and Cabinet, within 28 days of it being endorsed by Council.



When determining which one of the three Groups it will participate in, Council should consider:

- its capacity to meet the new legislative requirements within the timeframe
- if there is sufficient time to effectively engage its community in the development of the Community Strategic Plan
- the status of its Resource Strategy development. It is essential that the elected council has adequate information to inform its decisions when endorsing the Community Strategic Plan and adopting its first Delivery Program and Operational Plan. For example, Council should have an asset management strategy developed that identifies how it will manage its assets and how and over what timeframe it will develop asset management plans for all classes of assets.

If Council has already adopted, or is well-progressed towards adopting a long term community strategic plan, which included appropriate community engagement, it is encouraged to consider nominating for Group 1.

It would be appreciated if the attached Group nomination template could be completed and returned to the Division by close of business on Tuesday, **1 December 2009**. Please return the completed form to: [ipr@dlg.nsw.gov.au](mailto:ipr@dlg.nsw.gov.au) or (fax) 02 4428 4199 or IP&R Project Team, Division of Local Government, Locked Bag 3015, Nowra, 2541.

**Survey:**

A survey regarding the Integrated Planning and Reporting framework will soon be circulated to councils via email. Your assistance in responding to this survey would be appreciated.

I would like to take this opportunity to thank you for your input to the development of the new framework and I look forward to continuing to work with you on its implementation.

Yours sincerely



**Ross Woodward**  
Deputy Director General (Local Government)  
Department of Premier and Cabinet

**General Purpose Council IP&R Group Nomination Form**

<b>Council:</b>	
<b>Contact officer:</b>	
<b>Contact telephone:</b>	
<b>Contact email:</b>	
<b>Date of Council meeting at which resolution was made:</b>	
<b>Group Nomination:</b>	
<input type="checkbox"/> <b>Group 1</b>	By nominating for this group I understand that Council is agreeing to adopt a Community Strategic Plan and Delivery Program by 30 June 2010. I understand that Council will be named in a Ministerial Order to this effect, which will be formally Gazetted.
	Signed:  General Manager
<input type="checkbox"/> <b>Group 2</b>	By nominating for this group I understand that Council is agreeing to adopt a Community Strategic Plan and Delivery Program by 30 June 2011. I understand that Council will be named in a Ministerial Order to this effect, which will be formally Gazetted.
	Signed:  General Manager
<input type="checkbox"/> <b>Group 3</b>	By nominating for this group I understand that Council is agreeing to adopt a Community Strategic Plan and Delivery Program by 30 June 2012. I understand that Council will be named in a Ministerial Order to this effect, which will be formally Gazetted.
	Signed:  General Manager

**Return completed form to:** [jpr@dlg.nsw.gov.au](mailto:jpr@dlg.nsw.gov.au) or (fax) 02 4428 4199 or post to IP&R Project Team, Division of Local Government, Locked Bag 3015, Nowra NSW 2541.

## 12. 2008-2009 AUDITED FINANCIAL STATEMENTS AND AUDIT REPORT

**REPORTING SECTION:** Corporate and Community Services  
**AUTHOR:** Myrene Lovegrove - Finance Manager  
**FILE NUMBER:** 09/1489

### Summary:

That Council formally receives the Audited Financial Reports together with the Auditor's Reports for the period 1 July 2008 to 30 June 2009.

### Comments (including issues and background):

Council's Audit to 30 June 2009 has been completed, and in accordance with the Local Government Act 1993, Section 418 (1) (b) public notice was given of the date so fixed for the presentation of the audited financial reports, together with the auditor's report and that under Section 420 of the Local Government Act 1993. Any person may make written submissions to Council with respect to these reports.

Copies of Council's Audited Financial Reports and Auditor's Report are provided under separate cover.

A summary of the Financial Reports is provided below:

	2009	2008
	\$'000	\$'000
<b>Income Statement</b>		
Total Income from Continuing Operations	24,881	20,179
Total Expenses from Continuing Operations	20,585	18,663
<b>Operating Result from Continuing Operations</b>	<u>4,296</u>	<u>1,516</u>
<b>Net Operating Result for the year</b>	<b>4,296</b>	<b>1,516</b>
Net Operating Result before Grants & Contributions provided for Capital Purposes	1,499	519
<b>Balance Sheet</b>		
Total Current Assets	16,152	18,492
Total Current Liabilities	(3,453)	(3,160)
Total Non Current Assets	93,270	85,652
Total Non Current Liabilities	(304)	(252)
<b>Total Equity</b>	<u>105,665</u>	<u>100,732</u>
<b>Other Financial Information</b>		
Current Ratio	4.68 : 1	5.85 : 1
Unrestricted Ratio	1.88 : 1	3.16 : 1
Debt Service Ratio (%)	0.5%	1.8%
Rates Coverage Ratio (%)	24.5%	28.6%
Rates & Annual Charges Outstanding Ratio (%)	7.2%	7.9%

## WALGETT SHIRE COUNCIL AGENDA

For ease of understanding the following definitions apply:

Current ratio - Used to assess the ability of council to meet its short term obligations. A measurement of greater than 1 is good;

Unrestricted ratio- Used to assess the adequacy of working capital after excluding all restricted assets and liabilities. A measurement greater than 2 is desirable;

Debt Service - Used to assess the degree to which revenues are committed to the repayment of debt. A measurement of less than 10% is viewed as good, greater than 15% is of concern;

Rates Coverage ratio - Used to assess the degree of dependence on revenues from rates and annual charges and an indicator of the level of dependence on grants;

Rates and Annual Charges Outstanding ratio - Used to assess the impact of uncollected rates and annual charges on liquidity and adequacy of recovery efforts. A measurement of less than 10% for rural councils is considered good.

### Relevant Reference Documents:

Local Government Act (1993)  
Financial Reports and Auditors Report to 30 June 2009

### Stakeholders:

Department of Local Government  
Spencer Steer, Chartered Accountants  
Walgett Shire Council

### 2008-2009 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 2008 to 30 June 2009.**

**13. CASH ON HAND AND INVESTMENT REPORT AS AT 30 SEPTEMBER 2009**

**REPORTING SECTION:** Corporate and Community Services  
**AUTHOR:** Myrene Lovegrove – Finance Manager  
**FILE NUMBER:** 09/1460

**Summary:**

This report summarises the cash on hand and investments held by Walgett Shire Council as at 30 September 2009.

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

Walgett Shire Council operates one primary transaction account with the Commonwealth Bank and invests funds surplus 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.

As at 30 September 2009 the operational bank account's balance was \$2,381,973.43. The reconciliation of this balance is:

**Operational Account Bank Reconciliation  
 As at 31 October 2009**

	\$
<b>Opening Ledger Account Balance as at October 2009</b>	<b>2,381,973.43</b>
Add: Receipts	1,265,162.91
Add: Recalled Investments	750,000.00
Less: New Investments	-
Less: Payments	- 2,852,663.25
<b>Closing Ledger Balance as at 30 September 2009</b>	<b>1,544,473.09</b>
<b>Balance as per Bank Statement as at 30 September 2009</b>	<b>1,576,406.27</b>
Add: Receipts not banked	8,877.67
Less: Payments not presented	- 40,810.85
<b>Closing Balance of Bank Account</b>	<b>1,544,473.09</b>
Difference (A-B)	- 0.00

As at 30 September 2009 Walgett Shire Council's investment register's balance was \$8,599,360.80. The balance as per the attached investment report comprised:

Term Deposits	\$7,550,000.00
Callable Range Accrual Notes	\$1,000,000.00
Floating Rate Collateralized Debt Obligation (CDO)	\$ 49,360.80

## WALGETT SHIRE COUNCIL AGENDA

The market values disclosed for the Floating Rate Collateralized Debt Obligation (CDO) are market values as at 30 June 2009 and were supplied by the ANZ Group.

As at 30 September 2009 Walgett Shire Council's total available cash and invested funds were \$10,881,334.23 represented by:

Working Account Balance	\$2,381,973.43
Investments	\$8,499,360.80

### Cash on Hand and Investment Report as at 30 September 2009

**Recommendation:**

**That:**

- 1. That the cash on hand and investment report as at 30 September 2009 be received.**

## WALGETT SHIRE COUNCIL AGENDA

Council investments have been made in accordance with the Local Government Act 1993, the regulations and council's investment policy

<u>Investment Institution</u>	<u>Type of Investment</u>	<u>Term (days)</u>	<u>Rate %</u>	<u>Ref</u>	<u>Reset Date</u>	<u>Maturity Date</u>		
<b>Term Deposits</b>								
National Australia Bank	Term Deposit	91	4.00	588/10		03-Nov-09	\$	300,000.00
AMP Banking	Term Deposit	119	4.30	584/10		10-Nov-09	\$	500,000.00
Newcastle Permanent	Term Deposit	91	4.58	589/10		16-Nov-09	\$	500,000.00
Suncorp Metway	Term Deposit	91	4.25	590/10		17-Nov-09	\$	500,000.00
Savings & Loans Credit Union	Term Deposit	91	4.44	591/10		01-Dec-09	\$	500,000.00
Newcastle Permanent	Term Deposit	90	4.74	592/10		08-Dec-09	\$	500,000.00
National Australia Bank	Term Deposit	90	4.45	593/10		08-Dec-09	\$	500,000.00
St George Bank	Term Deposit	91	4.45	597/10		22-Dec-09	\$	500,000.00
Maquarie Bank	Term Deposit	92	4.45	598/10		29-Dec-09	\$	500,000.00
Maquarie Bank	Term Deposit	90	4.45	600/10		04-Jan-10	\$	500,000.00
Local Government Financial Services	Term Deposit	91	4.35	599/10		05-Jan-10	\$	500,000.00
Westpac	Term Deposit	90	4.35	601/10		05-Jan-10	\$	500,000.00
Bank of Queensland	Term Deposit	112	4.35	596/10		12-Jan-10	\$	500,000.00
IMB Ltd Financial Services	Term Deposit	92	4.60	602/10		12-Jan-10	\$	500,000.00
<b>Callable Range Accrual Notes (CRAN)</b>								
Commonwealth Bank of Australia bond	Term Deposit	91	7.50	594/10	16-Dec-09	16-Dec-10	\$	500,000.00
Royal Bank Canada bond	Term Deposit	91	7.70	595/10	16-Dec-09	16-Mar-11	\$	500,000.00
<b>Floating Rates Collateralized Debt Obligations (CDO)</b>								
Zircon Finance Ltd	Floating Rate CDO		0.00			20-Sep-14	\$	0.00
Morgan Stanley Aces SP	Floating Rate CDO	91	5.325			20-Jun-15	\$	12,165.59
Helium Capital Ltd	Floating Rate CDO	91	4.590			23-Jun-14	\$	2,193.12
Magnolia Finance GLB Ltd	Floating Rate CDO	91	4.775			20-Mar-12	\$	35,002.09
							\$	<u>7,849,360.80</u>

**Investment Report as at 31 October 2009**

**14. QUARTERLY BUDGET REVIEW AS AT 30 SEPTEMBER 2009**

**REPORTING SECTION:** Corporate and Community Services  
**AUTHOR:** Myrene Lovegrove - Finance Manager  
**FILE NUMBER:** 09/1237

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**Summary:**

This report presents to Council the quarterly budget review for the period ending 30 September 2009.

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

The quarterly review 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 not later than two months after the end of each quarter.

At the Council meeting on 23 June 2009, Council adopted the 2009-2014 Management Plan, which incorporated the 2009/2010 budget.

The adopted budget provided for an operating surplus of \$282,959.00 and a capital deficit of \$15,110,280.00. The original operating budget was distributed to the funds as follows:

General Fund	\$149,557.00	Surplus
Water Fund	\$ 12,220.00	Surplus
Sewer Fund	\$121,479.00	Surplus
Waste Fund	\$ 277.00	Deficit

The August 2009 Council meeting adopted variations to the original budget, including carried forward incomplete projects from June 2009 and the early receipt of federal assistance grant funds, resulting in an operating deficit of \$1,310,106.00 and a capital deficit of \$16,313,843.00. The operating budget was distributed to the funds as follows:

General Fund	\$1,503,825.00	Deficit
Water Fund	\$ 64,363.00	Surplus
Sewer Fund	\$121,479.00	Surplus
Waste Fund	\$ 6.857.00	Surplus

Operating revenue and expenditure relates to supply of services, maintenance and repairs. Capital revenue and expenditure relates to additions and improvements to assets.

If the following variations are adopted the budget result will be an operating deficit of \$1,391,206.00 and a capital deficit of \$16,373,843.00. All general fund increases in operational and capital expenditure were offset by corresponding decreases in operational expenditure and increases in capital grants with the exception of:

OROC contribution	\$11,100.00
Councillor office expenses	\$ 6,000.00
Councillor Travel	\$ 6,000.00
HACC Land Purchase	\$60,000.00

## WALGETT SHIRE COUNCIL AGENDA

The recommended changes would have the following impact:

General Fund	operational deficit	\$21,100.00	increase
General Fund	capital deficit	\$60,000.00	increase
Water Funds	operational surplus	\$28,000.00	decrease
Sewer Funds	operational surplus	\$32,000.00	decrease

The operating budget would be distributed across the funds as follows:

General Fund	\$1,523,905.00	Deficit
Water Fund	\$ 36,363.00	Surplus
Sewer Fund	\$ 89,479.00	Surplus
Waste Fund	\$ 6.857.00	Surplus

All budget variations are disclosed on the basis of "materiality". Materiality is defined by accounting codes and Council's auditors, Spencer Steer, as a ten percent variance. Walgett Shire Council's budget has approximately 800 separate ledger items. Council needs to be aware that, for example, 800 non-material variances of \$1,000 per ledger can impact on the final result for the financial year, but not require budget variations.

### GENERAL FUND

#### **Increase in operating expenditure/ Decrease in operating revenue:**

- An OROC member contribution of \$11,100.00 was made following the Mayor's attendance at an OROC meeting.
- An increase in Councillor's travel and accommodation of \$6,000.00 is required to cover predicted cost for the balance of this financial year.
- An increase of \$4,000.00 to Councillor office expenses, is required to cover reimbursable items for the balance of this financial year.
- An additional \$15,000.00 of expenses for costs associated with reimbursable works for Rural Fire Services.
- An additional \$8,000.00 is required to complete the risk management and business continuity plan.

#### **Decrease in operating expenditure/ Increase in operating revenue:**

- An additional \$15,000.00 revenue is expected from reimbursable work for the Rural Fire Service.
- Reduced insurance premiums for the year have provided a savings of \$8,000.00

#### **Increase in capital expenditure/ Decrease in capital revenue:**

- Expenditure of a \$112,500.00 grant will assist with the rehabilitation of the Walgett Levee
- Acquisition of the HACC site land in Lightning Ridge was approved by Council at the October meeting with a budget of \$60,000.00.

#### **Decrease in capital expenditure/ Increase in capital revenue:**

- A grant of \$112,500.00 was received for the Walgett levee rehabilitation

### WATER FUND

#### **Increase in operating expenditure/ Decrease in operating revenue:**

- Additional breakdowns in the Rowena water mains will require an additional \$15,000.00 allocation from the Walgett Water Fund reserves.
- An additional \$3,000.00 will be required for the water metre house connections in Rowena, funded from the Walgett water fund surplus.
- An additional \$5,000.00 will be required for water meter preliminary readings in Lightning Ridge, funded from the current year operating surplus.

## WALGETT SHIRE COUNCIL AGENDA

- Unforeseen pumping station breakdowns in Lightning Ridge will require an additional \$5,000.00 from the current year's surplus.
- Ongoing problems with Algae monitoring and treatment in Collarenebri will require a reallocation of \$1,000.00 from the current Collarenebri water fund budget.
- Up keep of the Collarenebri water reservoir will require an additional \$6,000.00 reallocation from the current Collarenebri water fund budget.

### **Decrease in operating expenditure/ Increase in operating revenue:**

Under-expenditure in the Collarenebri water main maintenance and operations of \$7,000.00 will fund increased expenditure in Collarenebri for algae treatment and water reservoir up keep.

### **SEWER FUND**

#### **Increase in operating expenditure/ Decrease in operating revenue:**

- Walgett sewer pump operations will require an additional \$2,000.00 to maintain existing services. This will be funded by the current years Walgett sewer fund operational surplus.
- Unforeseen breakdowns at the Walgett pump station will be require an additional \$5,000.00 from the current years Walgett sewer fund operational surplus.
- Walgett treatment works repair and maintenances requires an additional \$25,000.00 to maintain current levels of operations. This will be funded by the current years Walgett sewer fund operational surplus.

### **DOMESTIC WASTE FUND**

#### **Increase in operating expenditure/ Decrease in operating revenue:**

- EPA requirements to clean up and shred tyres at Lightning Ridge Waste Centre will require a \$33,000.00 reallocation from the current year's budget.

#### **Decrease in operating expenditure/ Increase in operating revenue:**

- \$8,000.00 from composting and \$25,000.00 from hazardous waste operations require reallocation to fund EPA clean up and tyre shredding at Lightning Ridge.

All other areas of operational income and expenditure are at expected levels for the first quarter of the year. Capital income and expenditure are project based and not evenly received nor expended during the financial year.

The financial position of the council as at 30 September 2009 is satisfactory, having regard to the original estimate of income and expenditure.

### **Relevant Reference Documents:**

Quarterly Budget Review to 30 September 2009  
Walgett Shire Council Management Plan 2009-2014

### **Stakeholders:**

Walgett Shire Council  
Walgett Shire Ratepayers

### **Financial Implications:**

Additional net operating expenditure of \$81,100.00 will result in a budgeted operating deficit of \$1,391,206.00. An increase in capital expenditure of \$60,000.00 will result in a budgeted capital deficit of \$16,373,843.00.

**Quarterly Budget Review as at 30 September 2009**

**Recommendation:**

- 1. That Council note the quarterly budget review for the period to 30 September 2009 and adopt the changes as recommended.**

**Attachments:**

Quarterly Budget Review

Quarterly Budget Review to 30 September 2009  
 All Division Summary  
 General Manager - Ray Kent

WALGETT SHIRE COUNCIL:  
 ORGANISATION DIVISION:  
 RESPONSIBILITY:

	Original Budget	Amended Budget 09/09	Actual Income/Costs	Recommended Changes	Amended Budget
<b><u>OPERATING REVENUE</u></b>					
Members and Executive	18,000	18,000	0	0	18,000
General Purpose Revenue	7,289,059	6,614,829	0	0	6,614,829
Corporate & Community Services	296,344	296,344	59,850	0	296,344
Planning & Regulatory Services	145,775	160,775	31,364	0	160,775
Rural Infrastructure and Support Services	13,352,967	12,682,001	3,805,274	15,000	12,697,001
Urban Infrastructure Services	3,948,226	3,917,275	3,130,055	0	3,917,275
<b>TOTAL</b>	<b>25,050,371</b>	<b>23,689,224</b>	<b>7,026,543</b>	<b>15,000</b>	<b>23,704,224</b>
<b><u>OPERATING EXPENDITURE</u></b>					
Members and Executive	782,635	783,168	468,871	21,100	804,268
Corporate & Community Services	1,890,247	2,322,156	445,636	0	2,322,156
Planning & Regulatory Services	1,101,732	1,185,832	382,856	0	1,185,832
Rural Infrastructure and Support Services	13,624,346	13,456,390	3,508,264	15,000	13,471,390
Urban Infrastructure Services	7,368,452	7,251,784	2,431,074	60,000	7,311,784
<b>TOTAL</b>	<b>24,767,412</b>	<b>24,999,330</b>	<b>7,236,702</b>	<b>96,100</b>	<b>25,095,430</b>
<b>NETT OPERATING SURPLUS/(DEFICIT)</b>	<b>282,959</b>	<b>(1,310,106)</b>	<b>(210,159)</b>	<b>(81,100)</b>	<b>(1,391,206)</b>

WALGETT SHIRE COUNCIL AGENDA

WALGETT SHIRE COUNCIL: Quarterly Budget Review to 30 September 2009  
 ORGANISATION DIVISION: All Division Summary  
 RESPONSIBILITY: General Manager - Ray Kent

	Original Budget	Amended Budget 09/09	Actual Income/Costs	Recommended Changes	Amended Budget
<b><u>CAPITAL REVENUE</u></b>					
-	0	0	0	0	0
General Purpose Revenue		(109,372)	0	0	(109,372)
Corporate & Community Services	0	0	0	0	0
Planning & Regulatory Services	0	0	0	0	0
Rural Infrastructure and Support Services	0	0	0	0	0
Urban Infrastructure Services	0	0	0	0	0
<b>TOTAL</b>	<b>0</b>	<b>(109,372)</b>	<b>0</b>	<b>0</b>	<b>(109,372)</b>
<b><u>CAPITAL EXPENDITURE</u></b>					
-	0	0	0	0	0
Corporate & Community Services	0	0	0	0	0
Planning & Regulatory Services	0	0	0	0	0
Rural Infrastructure and Support Services	0	0	0	0	0
Urban Infrastructure Services	0	0	0	0	0
<b>TOTAL</b>	<b>0</b>	<b>(109,372)</b>	<b>0</b>	<b>0</b>	<b>(109,372)</b>
<b>NETT CAPITAL SURPLUS/(DEFICIT)</b>	<b>0</b>	<b>(109,372)</b>	<b>0</b>	<b>0</b>	<b>(109,372)</b>

**15. NEW EXPENDITURE PROPOSALS 2009/10**

**REPORTING SECTION:** Corporate and Community Services  
**AUTHOR:** Myrene Lovegrove - Finance Manager  
**FILE NUMBER:** 09/1237

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**Summary:**

This report details proposed new expenditure items for the 2009/2010 financial year for consideration by Council.

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

New expenditure proposals for capital purposes total:

General Fund	\$124,000.00
Water Fund	\$228,000.00
Waste Fund	\$ 40,000.00

Proposals are as follows:

**GENERAL FUND**

Fencing of Walgett Skate Park	\$26,000.00
Fencing of Lightning Ridge Skate Park	\$12,000.00
Lightning Ridge Urban Expansion project phase 1	\$26,000.00
Burren Junction Playground Equipment	\$60,000.00

**WATER FUND**

Software, IT and meter readers for water billing	\$40,000.00
Installation of water meters at Lightning Ridge	\$188,000.00

**WASTE FUND**

Carinda waste depot remediation	\$40,000.00
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**Relevant Reference Documents:**

Nil

**Stakeholders:**

Walgett Shire Council  
Walgett Shire Ratepayers

**New Expenditure Proposals for 2009/10**

**Recommendation:**

**That:**

- 1. Walgett Shire Council seek grant funding to fence both the Walgett and Lightning Ridge Skate parks and consider these project in next year's budget**
- 2. Council consider funding phase one of the Lightning Ridge urban expansion in next year's budget.**
- 3. Council fund the Burren Junction playground equipment either completely or partially by the Regional infrastructure Program with any shortfall funded by increasing the current budget deficit.**
- 4. Council approve the installation of water meters at Lightning Ridge, to be funded from the Lightning Ridge Water Fund Reserves.**
- 5. Walgett Shire Council purchase the required meter reading equipment, software and support to ensure water billing can commence on 1 July 2010. To be funded 53% by Walgett Water Fund Reserve and 47% by the Lightning Ridge Water Reserve.**
- 6. Council consider funding the remediation of Carinda waste depot in next year's budget.**

**Attachments:**

Nil

## **16. REPORT ON YOUTH DEVELOPMENT AND SERVICES (JULY 2009 – OCTOBER 2009)**

**REPORTING SECTION:** Corporate and Community Services  
**AUTHOR:** George McCormick – Youth Development Officer  
**FILE NUMBER:** 09/1777

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### **Summary:**

This report presents a brief overview of Youth Development programs and services planned, implemented and completed for the period July– October 2009.

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

#### Highlights:

- Community education event -Collarenebri
- October 09 Vacation Care programs – high attendance numbers
- Anti – graffiti posters distributed – project success
- Youth Development staff completed training
- Anti- drug & alcohol mural project completed
- Successful funding submission to Department of Health to stage AIDS-HIV awareness event
- Beyond Blue funding obtained to host “Youth Info Sessions 09” (NOV 09)
- Youth Development Officer awarded top 10 semi finalist in Australian Rural Outback
- Awards Youth Leadership 2009 & top 3 finalist - Regional Achievements and Community Awards NSW / ACT 2009
- Youth Council meeting recording highest number of youth and service provider participants
- Strengthened partnerships with service providers as outlined in Youth Strategy
- Implementation of anti – domestic violence awareness calendar project 2009
- Youth Development Team Leader positions filled

### **Youth centres / after school care:**

Attendance numbers for this reporting period have slightly decreased due to openings of community swimming pools and skate parks. Youth Centres are currently operating at Walgett, Monday –Thursday 3.30pm - 6.30pm. Lightning Ridge and Collarenebri, Monday – Thursday 3.00pm – 6.00pm. Extended hours will operate from 20th November following the appointment of three (3) Team Leaders who will all of commenced employment by then.

#### Vacation care services:

During the October school holiday period Walgett Shire Council Youth Development staged vacation care programs and services in Walgett, Collarenebri, Lightning Ridge with programs offered from the 6th -16th October.

As a highlight of the program, young people celebrated National Children’s Week activities which included the Rocktober Dance Parties and Wet and Wild Pool Days.

The Blue Reelers Movie Nights again proved popular with record numbers of young people and their parents attending events staged.

## WALGETT SHIRE COUNCIL AGENDA

A wide range of programs were again implemented with discos and movie nights at all centres along with skill enhancing opportunities through arts and crafts, excursions and a selection of other engaging programs also being offered to our Shire's young people.

A strong partnership has developed between the Castlereagh Area Command Police Force, Youth off the Streets and our youth worker team in Walgett, Lightning Ridge, Collarenebri and Grawin.

Total attendance/ participation during two week period 6<sup>th</sup> – 16<sup>th</sup> October 2009:

Walgett	-	565
Lightning Ridge	-	374
Collarenebri	-	387
Grawin	-	81

### Programs and initiatives

Walgett Shire Youth Development is happy to announce a performance by Australia's "leading intercultural arts organisation the "Cypher Sapiens". The performance will be hosted by our Youth Development team with the show being Australia's leading B Boys and interlocking dance performers at the Walgett RSL Hall, on 26<sup>th</sup> November 6.30pm – 7.30pm.

### Anti- drink / drug mural

The mural is now completed and is awaiting erection on Tommy Johnson's building side wall on Warrena Street. The project saw Walgett High School students engaged in painting and designing the mural over a three day period.

Project partners included Walgett Community Drug Action Team (CDAT), Walgett Community College, Walgett Aboriginal Medical Service, Walgett Shire Youth Development Team, students of Walgett College, and artist Karin Thurston. The mural slogan / message is "Life can be SOooooo..... good - LIVE IT"!

Planning is underway to implement mural projects, to coincide with National Youth Week 2010, in the communities of Lightning Ridge and Collarenebri.

### Youth info sessions – 09 Beyond Blue funding (youth mental health)

Following the confirmation of a funding grant from *Beyond Blue*, the Walgett Shire Youth Development Team and Walgett Shire Youth Council, has gained support from local organisations to provide resources, information and support at the events.

The events will target youth mental health, substance abuse awareness and social, physical and emotional well being of our youth and young people. The events will be staged in three communities Walgett, Lightning Ridge and Collarenebri on the 18, 19, 20<sup>th</sup> November at Youth Centres.

### Youth Council

The Walgett Shire Youth Council meeting was held in Collarenebri on the 10<sup>TH</sup> September at the Town Hall. Thirteen youths attended the meeting along with nine service providers. This was a very encouraging meeting with many issues discussed. Due to school exams we have postponed the November meeting with a date to be advised. Walgett Shire Youth Council minutes attached.

### Staff training and development

Shire Youth Workers recently completed Cultural Awareness training, Iki magic training, code of conduct training and some have updated first aid certificates.

## WALGETT SHIRE COUNCIL AGENDA

### Progress on Youth Strategy

Twenty-one (21) of forty-two (42) actions outlined in the Youth Strategy 2009-2013 have been completed. A progress report on actions is attached.

### **Relevant Reference Documents:**

Walgett Shire Council Management Plan 2008 / 2009 – 2012 / 2015  
Walgett Shire Youth Development Youth Strategy 2009 / 2013

### **Stakeholders:**

Walgett Shire Council  
Youth Development Team  
Youth and Young people of Walgett Shire  
Walgett Shire Communities

### **Financial Implications:**

Budgeted for in 2009 – 2010 budget

### **Report on Youth Development and Services (July 2009 to October)**

#### **Recommendation:**

- 1. That the report on Youth Development and Services for the period July 2009 – October 2009 be accepted.**

### **Attachments**

Walgett Shire Youth Development Progress Report on Youth Strategy – A five year plan -2009 2013.

Walgett Shire Youth Council minutes September 09.

## Walgett Shire Youth Development –Progress Report on Youth Strategy –A five year Plan 2009 - 2013

### Youth Strategy – A five Year Plan – Walgett Shire Youth Development

The following table outlines identified issues and progress achieved for the quarter July – October 2009.

<b>Health and Well Being</b>
<ul style="list-style-type: none"> <li>• <b>Issue :</b> <i>Need more recreational areas for our young people</i></li> </ul> <p><b>Achievements:</b></p> <ul style="list-style-type: none"> <li>• Skate Parks have been constructed in three communities</li> <li>• Planned Outdoor Basketball/ netball facility in Walgett</li> <li>• Planned Motor sports and bike facility in Lightning Ridge</li> <li>• Play stations have been erected in communities throughout Shire</li> </ul>
<ul style="list-style-type: none"> <li>• <b>Issue :</b> <i>Access to services difficult for young people, particularly in outlying areas</i></li> </ul> <p><b>Achievements:</b></p> <ul style="list-style-type: none"> <li>• Successful funding submission to Ministry of Transport for transportation relating to Youth activities</li> <li>• Strengthening partnership with transporting youth and young people in Walgett with Youth off the Streets</li> </ul>
<ul style="list-style-type: none"> <li>• <b>Issue :</b> <i>Need to provide sexual health information and promotion to young people to attend</i></li> </ul> <p><b>Achievements:</b></p> <ul style="list-style-type: none"> <li>• Facilitation of sexual health training for local youth worker team</li> <li>• Staging of youth related Information events throughout Shire</li> <li>• Development of partnership with Sexual Health Worker Greater Western Area Health Service</li> </ul>
<ul style="list-style-type: none"> <li>• <b>Issue :</b> <i>Lack of services to address the special needs of younger persons with a disability,</i></li> </ul> <p><b>Achievements:</b></p> <ul style="list-style-type: none"> <li>• Continuation of youth workers in Cert III (Youth/Disabilities) This will enable our centres to accommodate young people with disabilities</li> <li>• Support of local young people with disabilities to participate in cultural excursion – Walgett Community College</li> <li>• Consultation with high school aged young people with a disability</li> </ul>
<ul style="list-style-type: none"> <li>• <b>Issue :</b> <i>Lack of co-ordination of services between peak agencies</i></li> </ul> <p><b>Achievements:</b></p> <ul style="list-style-type: none"> <li>• Improved relationship with Police, schools and other local service providers in service delivery with a collaborative approach to addressing gaps and needs relating to youth and young people</li> <li>• Established promotion in all school newsletters of all youth related events and programs</li> </ul>
<ul style="list-style-type: none"> <li>• <b>Issue :</b> <i>Need for early intervention in relation to crime prevention</i></li> </ul> <p><b>Achievements:</b></p> <ul style="list-style-type: none"> <li>• Workshops with YDO and young people in relation to anti- social behaviours</li> <li>• Attendance by Police Youth Liaison officer and Aboriginal Liaison officer at Youth Council meetings</li> <li>• Youth Info Sessions – Barnardo's Youth speak to young people regarding jail and crime</li> </ul>

### Walgett Shire Youth Development Youth Strategy – A five year plan 2009 - 2013

**Walgett Shire Youth Development –Progress Report on Youth Strategy –A five year Plan 2009 - 2013**

<ul style="list-style-type: none"> <li>• <b>Issue :</b> <i>Need for additional resources to support youth development programs and increased staff</i></li> </ul> <p><b>Achievements:</b></p> <ul style="list-style-type: none"> <li>• Youth services budget increased</li> <li>• Youth Team Leader positions filled in Walgett, Lightning Ridge and Collarenebri</li> </ul>
<ul style="list-style-type: none"> <li>• <b>Issue :</b> <i>Need to promote positive images of youth</i></li> </ul> <p><b>Achievements:</b></p> <ul style="list-style-type: none"> <li>• Increased media and local publicity regarding achievements of Youth Council, local youth sub groups</li> </ul>
<ul style="list-style-type: none"> <li>• <b>Issue :</b> <i>Need to recognise our young achievers</i></li> </ul> <p><b>Achievements:</b></p> <ul style="list-style-type: none"> <li>• State recognition for youth involved with Youth Council and awards</li> </ul>
<ul style="list-style-type: none"> <li>• <b>Issue :</b> <i>Promote our young peoples' talents</i></li> </ul> <p><b>Achievements:</b></p> <ul style="list-style-type: none"> <li>• Implementation of Shire wide anti-graffiti poster competitions - "Don't trash our town –We live here"</li> <li>• Shire wide implementation of anti domestic/ family violence calendar featuring children's artwork</li> <li>• Youth engagement experience – music workshops with Gosford based Musicians Making a Difference – Collarenebri</li> <li>• Regular opportunities for young people to dance and play DJ at local dance parties – Shire wide</li> <li>• Regular opportunities and competitions at Youth Centre's for youth and young people related activities, arts, crafts and other youth and young people related activities</li> </ul>
<p><b>Facilities and services</b></p>
<ul style="list-style-type: none"> <li>• <b>Issue :</b> <i>Increased recreational areas for young people</i></li> </ul> <p><b>Achievements:</b></p> <ul style="list-style-type: none"> <li>• Skate parks and play grounds completed throughout communities</li> <li>• Planning for increased facilities ongoing e.g.: Basketball Courts</li> </ul>
<ul style="list-style-type: none"> <li>• <b>Issue :</b> <i>More playground equipment –especially in smaller villages</i></li> </ul> <p><b>Achievements:</b></p> <ul style="list-style-type: none"> <li>• Playgrounds constructed Walgett and Carinda</li> </ul>
<ul style="list-style-type: none"> <li>• <b>Issue :</b> <i>Up grade current areas, seating, shade areas</i></li> </ul> <p><b>Achievements:</b></p> <ul style="list-style-type: none"> <li>• Shade shelter built at Walgett Skate Park</li> </ul>

**Walgett Shire Youth Development –Progress Report on Youth Strategy –A five year Plan 2009 - 2013**

- **Issue :** *Areas where young people can "hang out" after 6 pm*

**Achievements:**

- The Friday night initiative will commence Friday the 20<sup>th</sup> November - Youth Centers will be operational from 7- 10pm targeting young people aged 13- 18
- Increased number of dance parties and movie nights in larger communities
- Strengthened partnerships with Youth off the Streets responding to needs of young people after 6pm

**Youth groups in the Walgett Shire**

- **Issue :** *Limited number of young people active and involved due to lack of awareness*

**Achievements:**

- Increased promotion through school system
- Increase in youth attending meetings
- September 09 meeting – highest number of youth attendees (13)

- **Issue :** *Lack of funding*

**Achievements:**

- Successful funding submissions to Beyond Blue - Youth Mental Health Info Sessions, Ministry of Transport – Bus fees, Department of Health – World AIDS- HIV Day', Walgett Capability Funds – Shade structure and proposed Basketball / netball courts  
Other project /initiative funding partners include, 'Yawarra Meamei' Safe House, Barwon Cottage – Youth off the Streets, DADHAC, Walgett Aboriginal Service.

- **Issue:** *Increased support from service providers. Advocate and facilitate for young people*

**Achievements:**

- Service provider support is at its highest level to date.
- A total of twenty – seven (27) agencies, organizations and individuals had input into nominating Walgett Shire Youth Development Team for the local Government awards 2009
- Youth Development Officer facilitates Youth Council meetings and attends community based meetings advocating on behalf of the youth and young people of Walgett Shire.

**Youth Workers**

- **Issue :** *Operating hours of 3.30 - 6.30pm is insufficient to provide structures for young people*

**Achievements:**

- Extended operating hours, Friday night "Youth Engagement Initiative" will commence 20/11/09

## Walgett Shire Youth Development –Progress Report on Youth Strategy –A five year Plan 2009 - 2013

- **Issue :** *Workers need training in managing young people with difficult behaviors and engagement and areas of youth well being*

**Achievements:**

Youth Development Team have undergone a wide variety of training which include:

- Identify and respond to children/young people at risk of harm
- Youth Mental Health First Aid
- Senior First Aid
- Keeping Children Safe: The complexities of working with substance using parents
- The sexual assault for Aboriginal boys and men
- Iki Magic- Happy Healthy Strong Workshop
- Sexual education – youth and young people
- Code of Conduct
- Safe Food Handling
- Cultural Awareness training
- Certificate 3 Youth / Community / Disabilities

- **Issue :** *Need for Youth Services team leaders in each community to then report back to youth development officer regarding issues and needs*

**Achievements:**

- Team Leaders have been appointed in the communities of Walgett, Lightning Ridge and Collarenebri

- **Issue :** *Increased supply of resources*

**Achievements:**

- Increased budget to allow for implementation of Youth Strategy

## WALGETT SHIRE YOUTH COUNCIL

10<sup>th</sup> September 2009

**VENUE** - Town Hall Collarenebri

**Minute taker:** Danielle Rennie

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**Apologies:** Tamen Nagy, Paul Ryan, Dylan Adams (Youth)  
Leanne McKeon, (MPREC) Kelly Russell (YOTS)

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**Present:**

**Youth:** Marcus Weatherall, Mark Winch, Danielle Rennie, , Michael Graham, Kalinda Fish, Peter Adams, Jennifer Murray, Brent Richards, Kristy McDonald, Kevin Murray, Bronwyn Sharpley, Cassie Suey- Thorne, Elizabeth Scott .

**Service Providers/Organisation Rep's:**

**Walgett Shire Youth Development:** George McCormick YDO

**FAHCSIA:** Robert Wilcox

**NSW-Sport & Rec:** Mary Davenport

**Castlereagh Area Command Police Force:**

Graham Ruttley- ACLO

Beau Riley- YLO

**Reconnect Walgett:** Brianna Dennis

**Collarenebri School:** Darryl Reineker

**Mission Australia :** Louise Rowley

**MPREC:** Chris Bromage

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**Mark Winch** opened meeting, acknowledged Country and Elders

Introduction round table welcomed new attendees and new youth members,☺

**Business arising from previous minutes:**

**Skate Parks:**

Mark asked for information regarding the Lightning Ridge Skate Park

Where is to go, is it still happening

George happily informed the slab is expected to be laid in the next few days. Location will be near Youth Centre. Informs Youth Council there has been an on going issue with location but fortunately as endorsed previously by this Youth Council it will be located close to existing youth Services and Youth space. Youth Council express their approval of location.

Collarenebri are only days away from utilizing their park with construction of skate ramps near complete. Talk of the possibility of Collarenebri Club to offer their swing set to the Skate Park Site. **Action** George to seek more information re: relocation of swings

Walgett young people are flocking to their Skate Park, although the shade structure and other additions are a high priority. Funding opportunities are currently being sought be Council

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NAPCAN George briefed Council on funding proposal from NAPCAN.

Great opportunity to direct some funds to Youth Issues / Awareness Days etc

Motion Mark moved Youth Council to apply for grant .**Seconded** Thomas, All in favour **Action-** Youth Council reps to get together submission with George to assist, application will be emailed around for input then submitted asap.

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Youth Strategy - A five year plan

George informed he is utilizing the "WSCYD Youth Strategy"2009 - 2013 as his work plan and believes quite a few of the strategies are already in action and positive outcomes achieved , offered thanks to the input and support of the Youth Council members in aiding this process to evolve .

Youth Week 09

Mark and Marcus presented talk on Youth Week Awards

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Youth Group Logo,

Youth Council informed Sister City Youth Council, Gosford have Hats and Banner for WSYC and will bring up when available. They have drafted Logo with help of Graphic Artist. **Motion:** Thomas moved we accept and agree with logo and mentioned we need to thank Gosford Youth Council. **Action:** George to contact and approve logo design.

---

Anti Graffiti Poster Comp

George informed all the Posters are complete and displayed completed artworks, Also passed on thanks from Cheryl Kinchela - Project Officer/Manager from YOTS for the partnership in this project and of course the great "Visual outcomes"

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General business - Agenda Items

**YLO - Beau Riley and ACLO -Graham Ruttley (NSW POLICE)** spoke to all regarding opportunities for young people to work with Defence Force.

Trying to push so that our youth secure some places as we have many applicants from this area. Discussed the whole initiative in detail. Spoke of Police Force work placement (similar to WSC School 2 Work Program currently in action.) for year 11 and 12 students.

Spoke of **Project Reward** to promote wearing school uniforms, behaviour and attitude will be recognised and rewarded with a trip away/ prizes etc. To be piloted in Walgett and hopefully rolled out in the Ridge and Collarenebri further down the track.

Beyond Blue Mental Health Project Funding

George informed with the successful funding submission to Beyond Blue The Youth Council will assist with the Shire Youth Development Team and shall will be implementing the initiative in November (Date TBA) ,the "Youth Info Sessions 09" will be staged in the three major communities. Planning is already underway.

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Recreation and Sports issues

**Mary Davenport –Sport &Rec**

Mary spoke of structured Sport and a meeting to be staged ion Walgett on October 8<sup>th</sup> regarding the forming of committees etc to look to getting more sporting clubs up and

## WALGETT SHIRE COUNCIL AGENDA

running. She also offered a small brief on what areas of Training, etc could be undertaken by the youth.

There was an average response from young people at meeting in regards to doing a set number of courses over a few days.

George reminded all that to achieve and complete some of these training opportunities would be more than beneficial to the young people as it would undoubtedly assist them in starting their own sporting comp up, would also aid in future employment prospects as employee will see you as a young person showing initiative in developing your personal skills.

*Action:* some members to attend meeting in Walgett- others to have a think about what they would like to engage in by way of training opportunities.

---

### *Sister City Event –Tamworth*

Mark gave meeting a detailed insight into his trip to the Sister City Conference in Tamworth which Council endorsed, Made many contacts. All in all.....A great experience.

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### *Mission Australia –Louise Rowley*

Louise introduced herself and explained she was happy to be at the meeting, handed out a flyer on what , who and how her service works and who the are able/ funded to assist.

### *Walgett Reconnect - Brianna Dennis*

Brianna spoke of her new role and where her core focus will be, Also spoke of the MPAYLP and its direction... Discussed Murdi Paaki and Shire Youth Council joining and working more together. *Action-* This is something that obviously needs to happen as many of the Youth Councilare involved in the MPAYLP.

### *Holiday programs and Vacation Care*

George informed the up and coming October school holiday period will be full on with a wide range of programs and initiatives planned.

Some highlights will be the Rocktober Dance Parties in which youth Council members will activity assist and support.

Walgett Shire Youth Development will celebrate “*National Children’s Week*” earlier to fall in line with the school holiday period. Two separate events in each community,

*a) Rocktober Dance Party b) Wet n Wild Pool Event* will be offered with

Skateboarding safety gear, and boards up for prizes at these events. All entry, food and drinks will be free.

George also reported the rise in attendance numbers by 25% during the last Vacation Care Programs.

Also on offer this October will be the **Blue Reelers Movie Nights**

*The Anti-Domestic Violence Calender Initiative* will be implemented, this years theme is

**“FAMILY MATTERS....ABUSE SHATTERS”**. Looking to fund 1500 calendars

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### *Careers Expo*

Youth Council discussion surrounding the probability of more Youth focused expos, relating to future employment opportunities with Emergency Services., i.e. Police, Fire Brigade, Ambulance, Ranger Services etc. **Action:** Beau reported services are

## WALGETT SHIRE COUNCIL AGENDA

willing to assist, just need to claim the day, spoke of October School Holidays -  
**Action:** to identify a suitable time for careers expos (forces) to be staged

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### **School to work Program**

Discussion around *School 2 Work* Initiative implemented by Walgett Shire Council  
George informed at present there is two (2) active participants in Walgett with one position under review , one (1) active S2W in Lightning Ridge – Correspondence between school and YDO is in progress to identify two more participants and in Collarenebri three (3) participants have been identifies and we Council is awaiting paperwork before the participants can commence their program.

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### **MPREC – Chris Bromage.**

Introduced himself , his role and position and advised he was here to basically suss out how the Youth Council operates and congratulated all involved.  
Chris mentioned this Youth Council is possibly the highest achieving and regarded in the region. Also mentioned he will be happy to see the Collarenebri Youth venue issues sorted as soon as possible.

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### **FAHCSIA- Rob Wilcox**

Rob introduced himself and mentioned there may be some funding available to Youth Council, limited, but available.

YOUTH Council resolved to discuss project/ plan for funding.

Action\_ Groups to discuss, May be an opportunity to stage community events , driven by Youth Council in all centres,

Action\_ George to seek ideas from all and get together proposal to bring to next meeting. Mark and Marcus will work with George on this one,

**Meeting closed @ 1.45pm**

**Next meeting TBC**

## **17. MAIN STREET BEAUTIFICATION - WALGETT**

**REPORTING SECTION:** Corporate & Community Services  
**AUTHOR:** Lianne Tasker –Manager Community Development & Tourism  
**FILE NUMBER:** 09/1528

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### **Summary:**

The Main Street Beautification draft report has been completed by the consultants, GMU Design & Architecture Pty Ltd. The report provides analysis of community consultations, the study area and draft development strategies for consideration of Council.

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

GMU Design were selected through an Expression of Interest process in July 2009 with a brief to develop a strategy for the redevelopment of the area along Fox Street between Euroka and Warrena Streets Walgett.

GMU Design conducted an urban study and community consultations in Walgett during August 2009. A report has been produced providing an analysis of the study area and draft suggestions for redevelopment. The report is provided under separate cover.

### **Relevant Reference Documents:**

Nil

### **Stakeholders:**

Walgett Shire community members, organisations and businesses with an interest in the redevelopment of Walgett main business area.

### **Financial Implications:**

Nil – Beautification project consultation already in the budget

<b>Main Street Beautification</b>
<p><b>Recommendation:</b></p> <p>1. That the Walgett Main Street Beautification report provided by GMU Design &amp; Architecture be accepted.</p>



### **Attachments:**

Walgett Main Street Beautification Report – provided under separate cover.

## **18. WALGETT DISTRICT HISTORICAL SOCIETY**

**REPORTING SECTION:** Corporate & Community Services  
**AUTHOR:** Lianne Tasker –Manager Community Development & Tourism  
**FILE NUMBER:** 09/869

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### **Summary:**

Walgett District Historical Society has been granted funding to refurbish the Old Council Chambers and is requesting additional funding for the 2010/11 financial year.

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

Walgett District Historical Society has been granted \$76,471.00 (plus GST) under the Federal Government JobsFund Program. The funds will be used to carry out refurbishment works as outlined in the attached document provided by the Historical Society Draft works program for Walgett Museum Redevelopment Program.

Council should be aware of all renovation projects as it owns the building.

The proposed refurbishment will be required to align with plans generated by the Walgett Shire Council Tourism Branding strategy and Main Street Beautification project. Walgett Shire Council's Heritage Advisor, Ray Christison, will need to be consulted as part of the refurbishment process.

The Walgett District Historical Society requests an allocation of funds from 2010/11 budget be made towards routine maintenance and repairs to the Old Chamber Building and the Barwon Masonic Lodge. An amount of \$2,000 for each building is requested.

### **Relevant Reference Documents:**

Nil

### **Stakeholders:**

Walgett Shire community members

### **Financial Implications:**

\$4,000.00 requested from 2010/2011 budget allocation

**WALGETT SHIRE COUNCIL AGENDA**

**Main Street Beautification**

**Recommendation:**

1. That the Draft works program for Walgett Museum *Redevelopment Program* be approved provided that the refurbishment works align with proposed plans generated by the Walgett Shire Council Tourism Branding strategy and Main Street Beautification project and the Heritage Advisor is consulted.
2. That the requested funds be considered in the 2010/2011 budget allocations.

**Attachments:**

Draft works program for Walgett Museum Redevelopment Program

Task		Start	Finish
Remove Gutter	Matheson	23 Nov	27 Nov
Repair damaged fascia	Boyer	23 Nov	27 Nov
Paint fascia	Tedim	30 Nov	Dec 4
Exhibition research	Wesley	30 Nov	Dec 4
Install new guttering/ downpipes	Matheson	Dec 7	Dec 11
Curatorial workshop	Wesley	Dec 7	Dec 11
Refurbishment of shed + Cracks	Boyer	Dec 14	Dec 18
Flooring treatment of archives	Tedim	Jan 11 -	Jan 15
Interior painting	Tedim	Jan 18	Jan 29
Curatorial sign off	Wesley	Jan 22	Jan 29
Flooring treatment kitchen	Tedim	Feb 1	Feb 5
Floor treatment - main gallery / foyer	Tedim	Feb 8	Feb 12
Installation of interpretative panels	Wesley	Feb 22	Feb 26
Painting of external walls	Tedim	March 1	March 12

**Draft works program for Walgett Museum Redevelopment Program**

**Key decisions**

1. Nov 27 Adoption of Colour Scheme
2. Dec 11 Approval of curatorial concept
3. Dec 15 Approval from Council for works to proceed
4. Jan 29 Approval of display artwork

**19. COMMUNITY DEVELOPMENT AND TOURISM QUARTERLY REPORT (JULY - OCTOBER 2009)**

**REPORTING SECTION:** Corporate and Community Services  
**AUTHOR:** Lianne Tasker –Manager Community Development & Tourism  
**FILE NUMBER:** 09/1763

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**Summary:**

Community Development and Tourism quarterly progress report.

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

**Youth**

Youth services are progressing in line with the Walgett Shire Youth Development Youth Strategy 2009 – 2014. The Youth Development Officer has provided a progress report to Council, as a separate report.

**Tourism**

- Walgett Visitor Information Centre visitors July – October = 1524.
- Lightning Ridge Visitor Information Centre visitors July – October = 10,858.
- Walgett Shire Branding project has been progressed with a report provided by the consultants, Busy Street, to the October Council meeting.
- The Walgett Visitor Information Centre has commenced a 6 week trial of extended operating hours. The centre will be open on Saturday and Sunday from 10am – 3pm from 31st October to 6th December 2009. The extended operating hours allows the centre to comply with Visitor Information Centre accreditation guidelines as well as offering an enhanced service to visitors and internet users. To date the trial has resulted in the following-

Date	Visitors
Saturday 31/10/09	6
Sunday 1/11/09	7
Saturday 7/11/09	15
Sunday 8/11/09	1

**Libraries**

**Pre school literacy**

The Stories on the Floor early literacy project is continuing at Walgett Library. The library officer engages with children and mothers/carers at a community playgroup and at Namoi Reserve and Gingi Village. This target group are not connected to pre-school or day care facilities and the library officer acts both as a bridge to the Walgett library as well as an early literacy educator. Library visitation by the target group has increased significantly.

- Story Time sessions continue in both libraries.

**After 3pm Teen Literacy Group**

As a result of the Shire Promotion strategy facilitated by the Aboriginal Liaison Officer, a dramatic increase in visitation by children aged 11-15 has occurred at the Walgett Library. In the period August –October 574 children visited the library and engaged in group activities. Activities include computer skills, sewing, cooking, jewellery making, photography hair and skin care, Waste to Art workshops.

After school activities occur at Lightning Ridge Library two afternoons per week with craft activities resulting in monthly displays of items produced.

**Children’s Art Classes**

- A core group of 7 children, with occasional visits of up to 3 children, gather once per week for art classes at Walgett Library.

**Visitation**

New members

	Last quarter	July- October 2009
Lightning Ridge	32	47
Walgett	34	80

Items borrowed

	Last quarter	July- October 2009
Lightning Ridge	3652	2796
Walgett	1591	1214

**Community Development**

- 27 of the 30 actions of the 2007 – 2010 Social Plan have been achieved.
- Main Street Beautification project commenced.
- Community consultation process (May- September 2009) and draft Community Social Plan 2010-2014 completed.
- As a result of community consultations three community groups have developed in Walgett and one in Lightning Ridge. The groups aim to provide opportunities for residents to develop connections, learn skills and engage in healthy recreational activities. A Walgett dance group has commenced (attracting 30 participants on a consistent basis) and a Lightning Ridge music group has commenced. A music and drama group will commence in Walgett during November.
- Aboriginal Liaison Officer (ALO) appointed and actions identified in the Aboriginal Community Development and Reconciliation Plan 2007 – 2010 are progressing 27 of 31 actions completed.
- Funding application for Walgett Library extension completed and submitted.
- Community Development Officer (CDO) appointed in August 2009 (12 month temporary position). The CDO works in the Lightning Ridge community two days per week and throughout the Shire for the remaining three days. Projects include;
- Expanding partnerships with existing community service agencies
- Assisting not for profit community organisations with sustainability issues
- Assisting to developing Lightning Ridge Crime Prevention Strategy
- Expand Lightning Ridge Library services

## WALGETT SHIRE COUNCIL AGENDA

### Community event partnerships

Council collaborated with community groups and individuals to stage the following events during the reporting period.

- Walgett Community Festival
- NAIDOC Week celebrations
- Children's Week event
- Reclaim the Night March

### Economic Development

Country and Regional Living Expo attended and report provided to Council.

### Relevant Reference Documents:

Walgett Shire Council Social Plan 2007 – 2010

Walgett Shire Council Aboriginal Community Development and Reconciliation Plan 2007 – 2010, Walgett Shire Tourism Plan 2009 – 2011

Walgett Shire Youth Development Youth Strategy 2009 - 2014.

### 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:

Nil related to this report

### Community Development and Tourism Quarterly Report (July – October 2009)

#### Recommendation:

1. That the Community Development and Tourism quarterly report (July – October 2009) be accepted.

## 20. DRAFT COMMUNITY CONSULTATION PROCEDURES

**REPORTING SECTION:** Corporate and Community Services  
**AUTHOR:** Carole Medcalf – Director Corporate and Community Services  
**FILE NUMBER:** 09/1142

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### Summary:

Councils have an obligation under the *Local Government Act 1993 Clause 8:*  
*..To facilitate the involvement of councillors, members of the public, users of facilities and services and council staff in the development, improvement and co-ordination of local government.*

### Discussion (including issues and background):

Recent amendments to the Act related to Integrated Planning have a more direct requirement for community consultations to be undertaken in the development of Council's long term strategic planning.

The attached draft Community Consultation Procedures are in line with the requirements facing Council in its preparation of a Strategic Plan and should be in place prior to any further development.

Although procedures are an operational matter, there will be future budgetary implications that Councillors need to recognise as well as being familiar with the Procedures to be able to discuss Council processes with ratepayers during the development of future plans.

### Relevant Reference Documents:

Local Government Act 1993

### Stakeholders:

Walgett Shire Council and ratepayers  
Department of Local Government

### Financial Implications:

See Quarterly budget review

Draft Community Consultation Procedures
<b>Recommendation:</b>  <b>1. That Council endorses the draft Community Consultation Procedures</b>

### Attachments

Draft Community Consultation Procedures



## CC - COMMUNITY CONSULTATION

Approval Date:

Review Date: August 2011

Responsible Officer: Director Corporate and Community Services

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### Objective

Council aims to make sustainable and improved decisions by seeking out and facilitating the involvement of those potentially affected by its decisions.

### Council Policy Reference

CC – Community Consultation Policy

### Statutory Requirements

[Local Government Act 1993](#)

[Environment Planning and Assessment Act 1979](#)

### Related Policy/Procedure

Gov – Advertising

CC – Multiculturalism

### Application

This procedure applies to Council staff who are engaged in the planning, implementation and management of Council services.

## **Community Consultation**

### **1. Definition**

Community consultation is the two way relationship where Council and the community exchange information and feedback on issues, and an active process that involves the community and seeks their views on a project, policy, issue, proposal or plan.

### **2. Our Community**

Members of our community include:

- residents
- ratepayers
- local business
- people working in the Shire
- visitors to the Shire
- users of Council services
- any Council advisory committee
- resident associations including precinct committees
- business associations
- service providers
- government agencies and statutory bodies
- local and regional associations and community organisations

### **3. When Consultation will Occur**

Community consultation will take place:

- where community input can improve a project or enhance the decision making process
- to help identify specific community needs
- in response to expressions of community interest
- when Council resolves to consult the community
- when required by law or by agreement with a government agency or statutory body

### **4. Community Consultation Procedures**

#### **Impact on the Community**

When assessing community consultation requirements the following areas must be considered:

- Step 1:** Assess the level of impact the issue has on the community.
- Step 2:** Assess the level of community consultation to achieve a good project outcome.
- Step 3:** Decide on the community consultation strategies using the WSC Community Consultation Plan.

**Step 1: Assess the Level of Impact**

Impacts of a project on a community can be beneficial or negative. Impacts may also be different for different groups and individuals in a community.

Some proposals may require more community input than others and resource and time constraints such as resource availability, significance and level of influence must be considered.

**Table 1: Levels of Impact**

Level of Impact	Shire Wide Impact	Local Impact
<b>High Level Impact</b>	<p>The proposal will impact on the whole Shire and has the potential to create community controversy or conflict or may create significant community interest.</p> <p>Some examples may include:</p> <ul style="list-style-type: none"> <li>➢ Community Social Plan</li> <li>➢ A major development or regulatory plan e.g. LEP review</li> </ul>	<p>The proposal will impact on a particular town community or interest group and has the potential to create community controversy or conflict or may create significant community interest in that particular town, community or group.</p> <ul style="list-style-type: none"> <li>➢ Plans or upgrades for sporting grounds, open space or service</li> <li>➢ Additional or loss of a particular service</li> <li>➢ Development of local capital projects</li> </ul>
<b>Low Level Impact</b>	<p>Recurring large projects that impact on the whole Shire but have a low potential to create community controversy or conflict.</p> <p>Some examples may include:</p> <ul style="list-style-type: none"> <li>➢ Capital works program</li> <li>➢ Road sealing /footpath upgrade</li> </ul>	<p>Small change or improvement to a service or facility at a local level.</p> <p>Some examples may include:</p> <ul style="list-style-type: none"> <li>➢ Local events or celebrations</li> <li>➢ Local minor traffic changes</li> </ul>

## WALGETT SHIRE COUNCIL AGENDA

WSC Procedure CC – Community Consultation

### Step 2: Assess the Level of Community Participation

Once the level of impact is assessed the level of participation that will provide the best results for the proposal or project must be determined.

**Table 2: Level of Community Participation**

Level of Participation	Objective	Promise to the Community	Action	Examples
Inform	Provide the community with objective and transparent information to make them aware of the problem, alternative or issue	Keep the community informed	Advise the community of the proposal or situation, inform of a decision, provide advice.  No response is required from the public	Public Notices  Notification Letters
Consult	To obtain community feedback on problems alternatives and decisions being considered	Keep the community informed, listen and acknowledge concerns, issues and aspirations, provide feedback on how the input influenced the decision	Identify specific interest groups and their needs, seek comment and feedback on the service, request response with limited opportunity for dialogue, consider feedback in decision making	Public Exhibition  DA Processes
Involve	Work directly with the community to ensure that their private and public needs and concerns are identified and considered	Community issues and concerns are directly reflected in the alternatives developed and feedback on community input is provided	Involve the whole community or particular group within the community in the discussion or debate. Assist in participation by providing information and briefings Community participation in meetings Involve the community during planning process	Facilitated workshops
Partner	Partner with the public in every aspect of the decision making process including the development of alternatives and the identification of a preferred solution	Seek direct advice, consultation and advice to the maximum extent possible	Establish partnerships Use participatory approach in meetings and forums Establish ongoing involvement Create ways to continually keep community informed Allocate responsibilities for outcomes	Advisory Committees  Community Projects  Town Centre Projects

**Step 3: Community Consultation Strategies**

A consultation plan must be completed (Proforma attached) for the development of Council Strategies and Plans and a copy provided to the Administration Services Officer for record keeping purposes. These Procedures can also be used for consultation processes around contentious issues or matters of public significance.

Staff developing consultation strategies and plans need an awareness of the nature of the potential or perceived impact of the project or program on residents, businesses, and visitors, as well as the needs of the community and/or specific groups/areas affected by proposals. This awareness will inform the development of the type, intensity and timing of consultation activities.

Activities include focus groups, open houses, interviews and meetings, surveys and public forums. Particular projects may have consultation requirements or guidelines outside Walgett Shire Council's Community Consultation procedures.

These can include:

- Requirements set out in legislation such as the [Local Government Act 1993](#) and the [Environment Planning and Assessment Act 1979](#)
- Funding or partnership agreements with the Federal or State Government or their agencies, or with other local government bodies or independent bodies
- Council resolutions and policies
- Decisions by Council on particular projects
- Implementation of Council's regulatory activities
- Situations where there may be significant privacy issues

In cases, where these legislative requirements or constraints have established the minimum consultation requirements, the requirements of external agencies for consultations should not be used as a reason to limit consultation with the community on a particular project.

When consulting with the community, staff will clearly state the purpose of the consultation and outline how the collected information will be used. Consultation methods are outlined in the following consultation matrix at Table 3.

## WALGETT SHIRE COUNCIL AGENDA

WSC Procedure CC – Community Consultation

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### Consultation Matrix

a) **Table 3: Informing**

Method of Consultation	Shire Wide High Impact	Local High Impact	Shire Wide Low Impact	Local Low Impact
Telephone Contact	Consider	Consider	Consider	Consider
Meeting – in person	Consider	Consider	Consider	Consider
Response to correspondence	Essential	Essential	Essential	Essential
Pamphlet	Consider	Consider	Consider	Consider
Letter Box Drop	Consider	Essential	Consider	Consider
Notice in Local Papers	Essential	Essential	Essential	Consider
Media Release	Essential	Essential	Consider	Consider
Site Display	Consider	Consider	Consider	Consider
Display in other locations	Consider	Consider	Consider	Consider
Web Page	Essential	Essential	Essential	Consider
Information to Precinct Committees	Essential	Essential	Essential	Essential

## WALGETT SHIRE COUNCIL AGENDA

WSC Procedure CC – Community Consultation

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**b) Table 4: Informing and Consulting**

Type of Consultation	Shire Wide High Impact	Local High Impact	Shire Wide Low Impact	Local Low Impact
Telephone Contact	Consider	Consider	Consider	Consider
Meeting – in person	Consider	Consider	Consider	Consider
Response to correspondence	Essential	Essential	Essential	Essential
Pamphlet	Consider	Consider	Consider	Consider
Letter Box Drop	Consider	Essential	Consider	Consider
Notice in Local Papers	Essential	Essential	Essential	Consider
Media Release	Essential	Essential	Consider	Consider
Site Display	Consider	Consider	Consider	Consider
Display in other locations	Consider	Consider	Consider	Consider
Web Page	Essential	Essential	Essential	Consider
Information to Precinct Committees	Essential	Essential	Essential	Essential
Suggestion Box	Consider	Consider	Consider	Consider
Survey	Consider	Consider	Consider	Consider
Letter to key stakeholders inviting submissions	Essential	Consider	Consider	Consider
Develop database of submissions	Essential	Essential	Essential	Essential
Media release inviting submissions	Essential	Essential	Consider	Consider
Interview key individuals	Consider	Consider	Consider	Consider
Public Exhibition	Essential	Consider	Consider	Consider
Brief Precinct Committee	Essential	Essential	Consider	Consider

## WALGETT SHIRE COUNCIL AGENDA

WSC Procedure CC – Community Consultation

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### c) Table 5: Informing, Consulting and Involving

Type of Consultation	Shire Wide High Impact	Local High Impact	Shire Wide Low Impact	Local Low Impact
Telephone Contact	Consider	Consider	Consider	Consider
Meeting – in person	Consider	Consider	Consider	Consider
Response to correspondence	Essential	Essential	Essential	Essential
Pamphlet	Consider	Consider	Consider	Consider
Letter Box Drop	Consider	Essential	Consider	Consider
Notice in Local Papers	Essential	Essential	Essential	Consider
Media Release	Essential	Essential	Consider	Consider
Site Display	Consider	Consider	Consider	Consider
Display in other locations	Consider	Consider	Consider	Consider
Web Page	Essential	Essential	Essential	Consider
Information to Precinct Committees	Essential	Essential	Essential	Essential
Suggestion Box	Consider	Consider	Consider	Consider
Survey	Consider	Consider	Consider	Consider
Letter to key stakeholders inviting submissions	Essential	Essential	Consider	Consider
Develop database of submissions	Essential	Essential	Essential	Essential
Media release inviting submissions	Essential	Essential	Consider	Consider
Interview key individuals	Consider	Consider	Consider	Consider
Public Exhibition	Essential	Consider	Consider	Consider
Brief Precinct Committee	Essential	Essential	Consider	Consider
Meeting with stakeholders/groups	Essential	Essential	Essential	Essential
Dedicated email address	Consider	Consider	Consider	Consider
Workshop Session	Consider	Consider	Consider	Consider
Community Forum/Debate	Consider	Consider	Consider	Consider
Meeting by Invitation	Consider	Consider	Consider	Consider
Site Tour	Consider	Consider	Consider	Consider
Public Meeting	Consider	Consider	Consider	Consider
Advisory Committee	Consider	Consider	Consider	Consider

## WALGETT SHIRE COUNCIL AGENDA

WSC Procedure CC – Community Consultation

**d) Table 6: Informing, Consulting, Involving and Partnering**

Type of Consultation	Shire Wide High Impact	Local High Impact	Shire Wide Low Impact	Local Low Impact
Telephone Contact	Consider	Consider	Consider	Consider
Meeting – in person	Consider	Consider	Consider	Consider
Response to correspondence	Essential	Essential	Essential	Essential
Pamphlet	Consider	Consider	Consider	Consider
Letter Box Drop	Consider	Essential	Consider	Consider
Notice in Local Papers	Essential	Essential	Essential	Consider
Media Release	Essential	Essential	Consider	Consider
Site Display	Consider	Consider	Consider	Consider
Display in other locations	Consider	Consider	Consider	Consider
Web Page	Essential	Essential	Essential	Consider
Information to Precinct Committees	Essential	Essential	Essential	Essential
Suggestion Box	Consider	Consider	Consider	Consider
Survey	Consider	Consider	Consider	Consider
Letter to key stakeholders inviting submissions	Essential	Essential	Consider	Consider
Develop database of submissions	Essential	Essential	Essential	Essential
Media release inviting submissions	Essential	Essential	Consider	Consider
Interview key individuals	Consider	Consider	Consider	Consider
Public Exhibition	Essential	Consider	Consider	Consider
Brief Precinct Committee	Essential	Essential	Essential	Essential
Meeting with stakeholders/groups	Essential	Essential	Essential	Essential
Dedicated email address	Consider	Consider	Consider	Consider
Workshop Session	Consider	Consider	Consider	Consider
Community Forum/Debate	Consider	Consider	Consider	Consider
Meeting by Invitation	Consider	Consider	Consider	Consider
Site Tour	Consider	Consider	Consider	Consider
Public Meeting	Consider	Consider	Consider	Consider

# WALGETT SHIRE COUNCIL AGENDA

WSC Procedure CC – Community Consultation

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**d) Informing, Consulting, Involving and Partnering (continued)**

<b>Type of Consultation</b>	<b>Shire Wide High Impact</b>	<b>Local High Impact</b>	<b>Shire Wide Low Impact</b>	<b>Local Low Impact</b>
Advisory Committee	Consider	Consider	Consider	Consider
Committee of Management	Consider	Consider	Consider	Consider
Task Force	Consider	Consider	Consider	Consider
Joint Venture	Consider	Consider	Consider	Consider
Workshops	Consider	Consider	Consider	Consider

## WALGETT SHIRE COUNCIL AGENDA

WSC Procedure CC – Community Consultation

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### WSC Community Consultation Plan

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**Project:**

**File Reference:**

**Purpose of consultations:**

**Impact Level (Please circle):**

1. Shire wide lower level
2. Shire wide higher level
3. Local higher level
4. Local lower level

**Level of consultation (Please circle):**

1. Inform
2. Consult
3. Involve
4. Partner

**Stakeholder groups:**

**Council reports / resolutions:**



## **21. COMMUNITY PLAN 2010 - 2014**

**REPORTING SECTION:** Corporate & Community Services

**AUTHOR:** Lianne Tasker –Manager Community Development & Tourism

**FILE NUMBER:** 09/1565

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### **Summary:**

Extensive community consultation took place throughout the Shire between May – September 2009. The information has been used to develop Council's draft Community Plan 2010- 2014. This plan will eventually become part of Council's Community Strategic Plan.

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

At the present time the NSW Department of Local Government Social and Community Planning and Reporting requirements are for to Council to develop a Social/Community Plan.

In order to develop a Plan that reflects the aspirations and vision of the community, a range of community workshops and meetings were conducted. Facilitated public workshops were held at various locations throughout the Shire. Agency focus groups were held at Walgett and Lightning Ridge and existing community groups were also visited.

The information gathered has been used to develop the Walgett Shire Council Community Plan 2010- 2014.

The Community Plan is a document that reflects the challenges, aspirations and key social issues facing our community. The aim of the Community Plan is to identify key social issues and to develop a series of action plans in response.

The Community Plan provides a community profile, identifies the community's current social well-being and reports on the achievements of Council's previous Social Plan. The Plan will provide direction for Council and local community organisations in planning, delivery and advocacy services within the community and will guide the work of the Community Development team for the following five years.

The Social Plan budget for the current year (2009/2010) is \$213,900. The budget required for the first financial year (2010/2011) of the Community Plan 2010- 2014 is \$251,200. In order to carry out the actions outlined in the Community Plan and additional amount of \$37,300 is required for the 2011/2012 financial year.

### **Relevant Reference Documents:**

Walgett Shire Council Social Plan 2007 – 2010.

### **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:**

\$251,200 required for the 2011/2012 financial year.

**Community Plan 2010-2014**

**Recommendation:**

1. **That the Walgett Shire Council Community Plan 2010 – 2014 be accepted**

**Attachments:**

The Walgett Shire Council Community Plan 2010-2014 is provided under separate cover.

## 22. OCCUPATIONAL HEALTH & SAFETY

**REPORTING SECTION** Corporate & Community Services  
**AUTHOR:** David Callander - OH&S Coordinator  
**FILE NUMBER:** 09/1332

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### **Summary:**

This report outlines the findings as a result of inspections conducted throughout the Shire in relation to Shire owned assets.

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

At the request of the Director Corporate & Community Services and in preparation for the introduction of Integrated Planning (DLG Circular no.09-37), inspections of Shire owned assets have taken place. To date there have been forty five inspections carried out since 24th August '09.

The inspections are being conducted to assess Council's potential risk areas and to manage its liability. The assessments of the various assets of Council include making note of any area that has the potential for a claim against Council. Each asset is photographed to provide a record. Having a photographic record is valuable in two regards, firstly any person can see the photo and gain an understanding of the problem immediately and secondly, a photographic record of the Shires assets can be kept allowing for a comparison of the asset now and in the future. This could also aid in the drawing up of maintenance plans and budgetary planning.

The inspections are carried out by the Council's Occupational Health & Safety, & Risk Officer. The asset is identified, for example, Burren Bore Baths, photos are taken to give an overall view and notes and photos are taken of any special interest such as any damage that may have occurred to the asset, any areas of concern involving the potential for a member of the public to be injured, any real or potential health hazards that exist, and a general run down on the overall condition of the asset.

Assets inspected so far include:

- The pools of Walgett, Burren Junction, Collarenebri and Carinda. Each pool has a report written that includes recommendations, for example, extra signage is required at Collarenebri pool to achieve compliance with Practice Note 15.
- The parks and playgrounds throughout the Shire include Grey Park and Carinda's new play equipment. As these facilities are brand new, the inspection also allowed for compliance checks to be conducted prior to signing off on the purchase. Issues were found at both sites and these have been relayed to the manufacturer/installers to be rectified.
- Other parks/playgrounds inspected include the parks at Lightning Ridge, Burren Junction, Apex Park, Trevallion Park and Pearson Park.
- Walgett and Collarenebri have had skate parks installed and these also were inspected at each stage of construction and then a final inspection for compliance. Lightning Ridge is also having a skate park installed and this will be inspected for compliance at the appropriate time.
- Libraries, Tourist Information centres and Youth centres throughout the Shire have been inspected as have the sporting fields.

## WALGETT SHIRE COUNCIL AGENDA

- The bore bath in Walgett and Lightning Ridge have been inspected and particular attention has been given to the bore at Burren Junction throughout its redevelopment.
- Public Halls, walking tracks, saleyards, gem gardens, dog pound, the primitive camping grounds of Walgett and Collarenebri have all been inspected and reported on.

Upcoming inspections include:

- Council depots, Walgett, Lightning ridge, Collarenebri
- The administration building 77 Fox St,
- The airports at Walgett and Lightning Ridge,
- The treatment works at Collarenebri,
- Lightning Ridge booster pump,
- Raw water pumps throughout the Shire.

Each report that is written contains not only photos and what's wrong at each site, they also contain recommendations for repairs/ replacement. Any defects found that are considered to be an immediate risk are highlighted and the relevant Director is advised of the problem and the faults are rectified with priority.

A copy of each report is given to Council's Urban Asset Management Officer where it is recorded with the view to assigning priorities and finances to rectify any issues that arise as a result of the inspections.

### **Relevant Reference Documents:**

DLG Circular no. 09-37

### **Stakeholders:**

Walgett Shire Council  
Walgett Shire Community

### **Financial Implications:**

Variable depending on work required and budget.

### **Occupation Health & Safety Report**

#### **Recommendation:**

**That Walgett Shire Council resolve to:**

- 1. Note and accept this report**

### **Attachments:**

Example of an inspection report.



## Occupational Health & Safety

# Asset Inspection Report

**Asset Name** Bore Baths  
**Location.** Burren Junction  
**Date Inspected.** 30<sup>th</sup> Oct '09  
**Urgent Attention Required.**

### Description.

Work at the Bore is progressing well however there are some areas of concern in light of the recent heavy rains experienced at Burren Junction.

There doesn't appear to be any or sufficient runoff for rain water and this has caused water to lay around making movement around the site difficult.

An area of concern is the location of the septic tanks. The ground is a lot lower than the surrounding area and this causes the water to pool around and in fact completely submerge the septic tanks.



WALGETT SHIRE COUNCIL AGENDA



WALGETT SHIRE COUNCIL AGENDA



As can be seen in the above photos, the amenities block is surrounded by mud. This would not only be trampled throughout the toilet blocks but quite possibly into the bore bath.

Two shelters have been erected. The shelters are fine but the ground between the shelters and the pool should be landscaped to stop mud being walked into the pool. With time and maintenance, the grass will

## WALGETT SHIRE COUNCIL AGENDA

grow across and there should be no problem. Consideration should be given to placing chairs and tables in the shelters.



General ground drainage inside the fence line needs to be improved to stop the site becoming a mud hole in the event of rain and landscaping would take care of this problem.

Some landscaping has been done to the area surrounding the pool area. Trees have been planted and as can be seen in the photo below, tree lines have been planted and in the case photographed, the trees follow the line of the drain, utilising the run off from the rain.

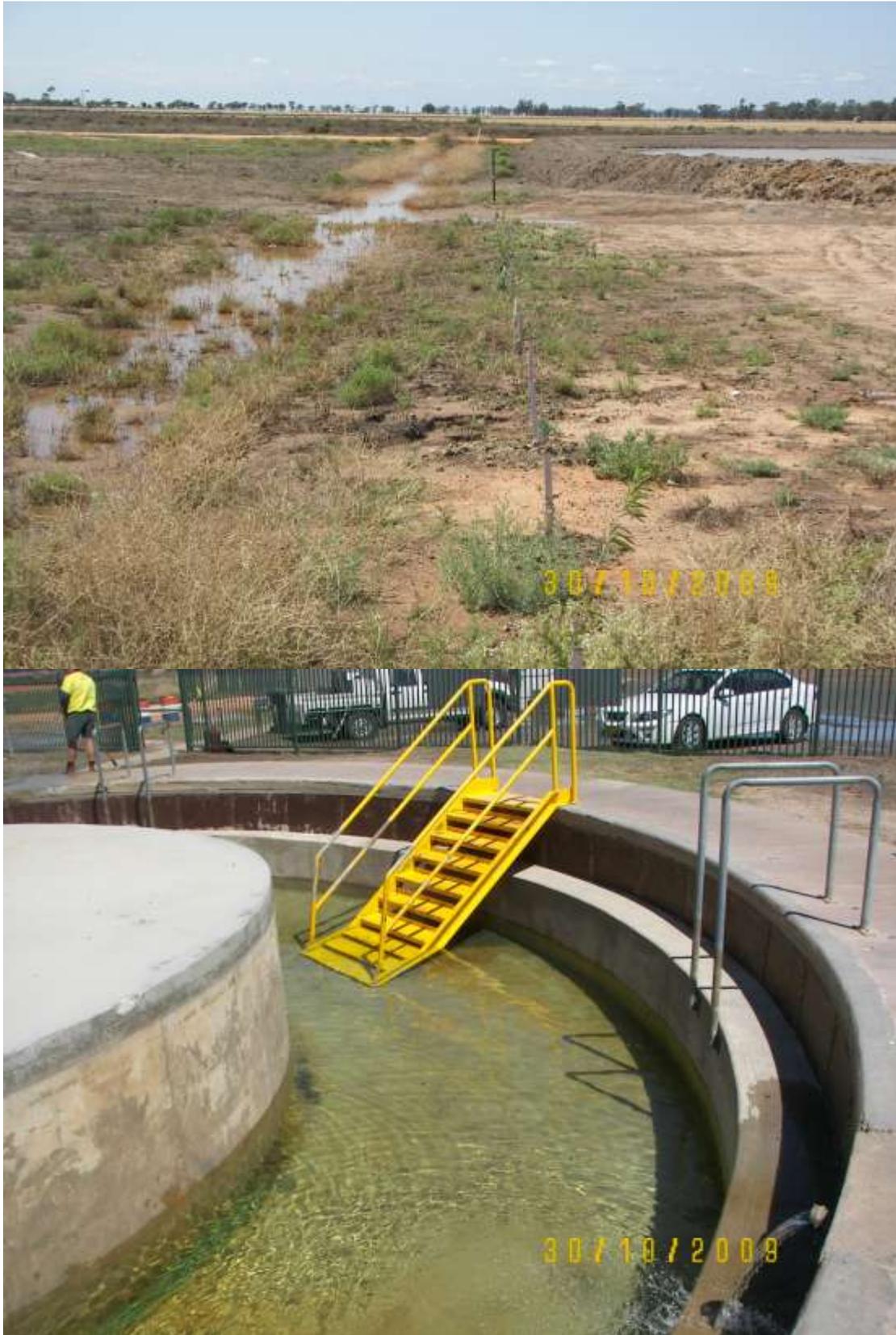
This row of trees when fully grown will provide protection to the pool from the sun and wind and also will provide some privacy from the highway traffic.

The water level in the evaporation pond is slowly dropping.

On the day of the inspection, a crew were completing a major clean up of the pool. After draining the pool, the inside walls and floor area were cleaned up using a high pressure cleaner. The pool was being refilled during the inspection.

There is a new shower cubicle inside the fenced area designed for patrons to have a quick shower before entering the pool. These are fine and when tested, worked well. A simple sign indicating that they are showers might be considered.

There is still old style signage inside the enclosure and these should be removed/replaced with up to date pictogram style signs as a means of conveying messages, particularly to the ethnic population that use the facility.



## WALGETT SHIRE COUNCIL AGENDA



### Conclusion.

A lot of work has been done at the bore and even though it looks a little rough at the moment, when the trees have grown, the grass has grown and generally landscaped, the bore baths at Burren Junction will continue to be a major drawcard for tourists from which both the people of Burren and the Walgett Shire will benefit.

Respectfully,

David Callander JP  
OH&S Co-ordinator  
Walgett Shire Council  
Ph. (02) 6828 6110  
m. 0417 249 929  
dcallander@walgett.nsw.gov.au

**23. DEVELOPMENT AND COMPLYING DEVELOPMENT CERTIFICATE APPLICATIONS**

**REPORTING SECTION:** Planning and Regulatory Services  
**AUTHOR:** Matthew Goodwin – Director Planning and Regulatory Services  
**FILE NUMBER:** 09/1367

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**Summary:**

This report provides a summary of the Development and Complying Development Certificate applications recently processed under delegated authority.

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

The table following this report provides details of Development Applications (DA) and Complying Development Certificate (CDC) applications dealt with under delegated authority by the Director Planning and Regulatory Services and General Manager during October 2009.

Document type 20 represents Development Applications, while document type 24 represents Complying Development Certificate applications.

**Relevant Reference Documents:**

Files for the respective Development and Complying Development Certificate applications.

**Stakeholders:**

Public and applicants.

**Financial Implications:**

Nil.

<b>Development and Complying Development Certificate Applications</b>
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<p><b>Recommendation:</b></p>
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<p><b>That Walgett Shire Council resolve to:</b></p>
--

- |   |
|---|
| <p><b>1. Note the Development and Complying Development Certificate applications dealt with under delegated authority by the Director Planning and Regulatory Services and General Manager during October 2009.</b></p> |
|---|

**Attachments**

A – Table listing DAs and CDCs issued October 2009





Determined Applications

11/09/2009      Parameters:      Date Range: Y      Start Date: 1/10/2009      End Date: 31/10/2009      As At Date:      Document Type:      Officer: ALL      Number of Days: 0      Stop The Clock: Yes      Page: 2

Document	Applicant Name / Address	Development Type	Determination	Determined	Received
	Property Address	Title	Owner		

Document Type: 24

**Stop the Clock**

Total Elapsed Calendar Days: 10  
 Calendar Stop Days: 0  
 Adjusted Calendar Days: 10

024/2009/000000014/001	10 Class 1a - Single Dwelling/Dual Occupancy 19 Lappakalle STREET LIGHTNING RIDGE LOT: 10 DP: 837866	142 Class 10a - Shed	Approved - Staff Delegation	09/10/2009	30/09/2009
Ms M T & Messers A R McKellar & M J Smith					

**Stop the Clock**

Total Elapsed Calendar Days: 10  
 Calendar Stop Days: 0  
 Adjusted Calendar Days: 10

024/2009/000000015/001	8 Red Admiral PL LIGHTNING RIDGE LOT: 29 DP: 803512	142 Class 10a - Shed	Approved - Staff Delegation	09/10/2009	30/09/2009
Mr A C McBride & Miss P A Hutchinson					

Officer: Mr L J Smyth  
 Number of Applications: 2

Total Elapsed Calendar Days: 20.00  
 Total Calendar Stop Days: 0.00  
 Total Adjusted Calendar Days: 20.00

**Report Totals & Averages**

Total Number of Applications : 5

Average Elapsed Calendar Days: 15.40  
 Average Calendar Stop Days: 0.00  
 Average Adjusted Calendar Days: 15.40

Total Elapsed Calendar Days: 77.00  
 Total Calendar Stop Days: 0.00  
 Total Adjusted Calendar Days: 77.00

AUTHORITY

## **24. LOCAL APPROVALS POLICY, ONSITE SEWERAGE MANAGEMENT SYSTEM EXEMPTIONS**

**REPORTING SECTION:** Planning and Regulatory Services  
**AUTHOR:** Matthew Goodwin - Director Planning and Regulatory Services  
**FILE NUMBER:** 09/1582

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### **Summary:**

Walgett Shire Council recently submitted a revised Local Approvals Policy to the Department of Premier and Cabinet seeking endorsement for exemption provisions within the policy. The Department has refused endorsement for provisions relating to the operation of on-site sewage management systems. This report recommends that Council raise issues associated with the current policy and regulatory arrangements for on-site sewage management systems at the next meeting of the Orana Regional Organisation of Councils.

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

A Local Approvals Policy (LAP) is a statutory policy established under Chapter 7 of the Local Government Act 1993 (LGA) which supplements the provisions of the Act and the Local Government (Approvals) Regulation 1999 by:

- Specifying the local circumstances in which a person is not required to obtain approval under Section 68 of the LGA.
- Specifying criteria, which the Council must consider when determining whether or not to grant approval to a particular activity.
- Specifying other matters relating to such approvals that are not dealt with by the Act or Regulations.

At a meeting held on 28 July 2009, Walgett Shire Council resolved to:

1. Adopt the Walgett Shire Council Local Approvals Policy, as publicly exhibited from 22 May 2009 to 3 July 2009.
2. Write to the Director General of the Department of Local Government seeking approval for part of the Walgett Shire Council Local Approvals Policy relating to exemptions from the necessity to obtain approval.
3. If approval is obtained from the Director General of the Department of Local Government, then give public notice of the adoption of the Walgett Shire Council Local Approvals Policy via advertisements in the Lightning Ridge News and the Walgett Spectator.

In a letter dated 8 Oct 2009 (see Attachment A), the Department of Premier and Cabinet (formerly the Department of Local Government) responded to Council's letter dated 4 August 2009 seeking approval for various exemption provisions. The Department's response indicated that it would not agree to the proposed exemption provisions for on-site sewage management systems. The relevant provisions are included with this report as Attachment B.

The main risks posed by poorly managed on-site sewage management systems are:

- Contamination of drinking water.
- Contamination of water used for recreational purposes.
- People having direct contact with contaminated waste water.

Two main types of contamination are possible, as follows:

## WALGETT SHIRE COUNCIL AGENDA

- Micro-organisms that can cause diseases including gastroenteritis, shigellosis, giardiasis, cryptosporidiosis and hepatitis.
- Elevated levels of compounds such as nitrates and phosphorus.

The exemption provisions were drafted by Council's Planning and Regulatory Services division staff in a context where:

- There are about 3,000 sites within the Shire which are likely to have on-site sewage management systems. This estimate is based on interpretation of high resolution satellite and aerial photographs (See Attachment C for more information).
- About 30 sites with on-site sewage management systems are located in Cumborah where there is a near surface aquifer contaminated by nitrites and nitrates thought to originate from septic tank effluent.
- About 114 sites with on-site sewage management systems are located within 250m of a significant watercourse.
- Current knowledge indicates that only about 4.8% (144 out of 3,000) of on-site sewage management system sites are located where they could have a foreseeable potential impact on public health or the environment if they are poorly managed. It is expected that any reasonable person would regard these systems as high risk, hence there is a need for them to be approved and monitored for compliance with appropriate standards on a regular basis.
- Under normal circumstances the remaining 95.2% (about 2,856) of sites are very unlikely to pose a significant threat to public health or the environment because of several factors, including:
  1. The geology of the Shire is dominated by clayey soils and rocks that have quite low permeability, hence effluent is typically very unlikely to move through the soil or rock to contaminate ground or surface water.
  2. A semi-arid climate results in rates of evapotranspiration that are usually very high. This reduces the potential for excessive effluent to accumulate on-site.
  3. There is an absence of significant sensitive land uses that could be adversely impacted by poorly managed on-site sewage management systems.
  4. A significant number of systems are located on rural properties that are up to several thousand hectares in area. Systems located on large holdings are unlikely to adversely impact the public or the environment.
  5. A significant number of systems are located on opal fields and consist of long drop toilets. These systems are simple to manage and are unlikely to impact the public or environment under normal operating conditions because they deal with very low volumes of waste.
  6. Basic observation of land use patterns within the Shire suggests that most faecal contamination is likely to originate from animals, both domesticated and wild.
  7. There is a very low density of residential settlement over the Shire which means that the density and volume of human effluent being disposed of is relatively low.
  8. Historically there has been no evidence of any significant problems arising on a regular basis from human effluent disposal.
- Requiring formal approval for the 95.2% of on-site sewage management systems that are low risk will have negligible public or environmental benefits because:
  1. In the normal course of events they pose a negligible threat.
  2. During unusual events, such as a substantial flood, they may pose a relatively minor threat if effluent is dissipated by flood water. The scale of the threat is moderated by the low density of residential settlement, dilution by flood waters and the inevitable presence of substantially higher volumes of non-human faecal contamination within flood water.
  3. Administering a formal approval system which includes low risk systems will reduce resources available to address high risk systems.

## WALGETT SHIRE COUNCIL AGENDA

The proposed exemption criteria for operating a 'system of sewage management' were developed with the intention of avoiding unnecessary administrative work for low risk systems (provided they were operated in an appropriate manner and setting). It was proposed that higher risk systems would continue to require formal approval including those:

- Not operated in accordance with basic health and environmental standards.
- Located within 250m of a perennial watercourse.
- Located in a rural setting within 100m of a residence on an adjoining property.
- Located in a village setting within 5m of a residence on an adjoining property.

Discussions with staff at other Councils suggests few, if any, rural Councils maintain formal approvals for all on-site effluent management systems within their local government area. It appears that most seek to ensure any systems recognised as high risk are approved and comply with the Department's Guidelines - On-site Sewage Management for Single Households.

Given that the Department of Premier and Cabinet has rejected Walgett Shire Council's proposed exemptions for low risk systems, Council needs to reconsider its position.

### **Relevant Reference Documents:**

- Local Government Act 1993 – particularly Chapter 7.
- Local Government (General) Regulation 2005.
- Environment & Health Protection Guidelines - On-site Sewage Management for Single Households, published by the Department of Local Government, January 1998 (known as the 'silver book').

### **Stakeholders:**

Public, Walgett Shire Council, Department of Local Government.

### **Financial Implications:**

The proposed exemption provisions within the LAP would have allowed more staff time to deal with high risk systems and reduced unnecessary 'red tape' for the community.

**Local Approvals Policy, onsite Sewerage Management System Exemptions**

**Recommendation:**

**That Walgett Shire Council resolve to:**

- 1. Note the response letter dated 8 Oct 2009 from the Deputy Director General (Local Government), of the Department of Premier and Cabinet (formerly the Department of Local Government) which refuses to endorse the exemption provisions proposed for on-site sewage management systems under the Local Government Act 1993, as contained within the revised draft Walgett Shire Council Local Approvals Policy.**
- 2. Write the Deputy Director General (Local Government), of the Department of Premier and Cabinet, acknowledging the Department's letter dated 8 Oct 2009, and state that Walgett Shire Council:**
  - a) No longer wishes to pursue the exemption provisions proposed for on-site sewage management systems in section 2.2.1 (activity C6) of the previously submitted Local Approvals Policy.**
  - b) Requests the Director General's consent for the adoption of the remaining exemption provisions that are relevant to the Department of Premier and Cabinet.**
- 3. Raise with the next meeting of the Orana Regional Organisation of Councils (OROC):**
  - a) Walgett Shire Council's concerns that the current policy and regulatory arrangements for on-site sewage management systems under the Local Government Act 1993 are excessively onerous.**
  - b) Walgett Shire Council's request that the OROC make a submission to the Department of Premier and Cabinet that there is a pressing need for reform to allow on-site systems of sewage management to be operated without formal approval, if the responsible Council has identified a given system as posing a low risk to public health and the environment under normal operating conditions.**

**Attachments:**

- A – 8 Oct 2009 letter from Dept. of Premier and Cabinet regarding exemptions
- B – Draft Local Approvals Policy extract - on-site sewage management systems
- C – Distribution of on-site sewage management systems within Walgett Shire

WALGETT SHIRE COUNCIL AGENDA

Attachment A – 8 Oct 2009 letter from Dept. of Premier and Cabinet regarding exemptions



Department of Local Government  
5 O'Keefe Avenue NOWRA NSW 2541  
Locked Bag 3015 NOWRA NSW 2541

OUR REFERENCE A190658  
YOUR REFERENCE MG 315/01/02/21  
CONTACT Glen Colley  
02 4428 4183

Mr Ray Kent  
General Manager  
Walgett Shire Council  
PO Box 31  
WALGETT NSW 2832

RECEIVED 15 OCT 2009

- 8 OCT 2009

Dear Mr Kent

I am writing in reply to your letter of 4 August 2009 seeking consent for the updated Walgett Shire Council Draft Local Approvals Policy (LAP) under section 162 of the *Local Government Act 1993* (the Act).

You may be aware that aspects of this consent function were formally delegated to the Director General of the Department of Planning on 11 February 2005 via an Instrument of Delegation signed by the former Director General of the then Department of Local Government.

Accordingly, I have referred your letter and draft LAP to Mr Sam Haddad, Director General of the Department of Planning, for his consideration and reply direct to you in relation to matters pertaining to activities F4 and F5 of section 68 of the Act.

In reviewing such applications, I must give consideration as to whether a draft LAP has been developed in accordance with the provisions of the Act. I am unable to provide consent to the draft LAP, as the proposed exemptions from approval relating to the management of low risk on-site systems of sewage management (section 2.2.1 of the LAP and activity C6 of section 68 of the Act) are not consistent with the requirements of the legislation.

The provisions of the Act relating to on-site sewage management are flexible so that councils may determine the most appropriate strategy for their local circumstances. I understand that Council has carefully considered its obligations and approach to the management of low risk on-site sewage management systems. However, given the potential public health and environmental impacts from poorly managed on-site sewage management systems, there has been no exemption from approval agreed to as part of a council's Local Approvals Policy.

Councils have a duty to monitor the public health and environmental outcomes of sewage management activities within their area and must take all reasonable steps to minimise sewage pollution. In doing so, councils should ensure they maintain an up to date register of on-site sewage management systems in their area.

T 02 4428 4100 F 02 4428 4199 TTY 02 4428 4209  
E [dlg@dlg.nsw.gov.au](mailto:dlg@dlg.nsw.gov.au) W [www.dlg.nsw.gov.au](http://www.dlg.nsw.gov.au) ABN 99 567 863 195



Exempting low risk systems from approval may compromise the quality of the information kept on such a register by reducing the number of systems brought to Council's attention. This in turn may affect Council's ability to accurately monitor and plan for on-site sewage management risks in its area.

Unlike council consent for the development of land, which relates to a specific time frame, approval to operate a system of sewage management sets performance objectives and accountability requirements for the management of an ongoing activity. Exempting low risk systems may expose a council to risks arising from changes over time to local circumstances and environmental factors.

Councils must also ensure that owners and occupiers of unsewered premises have access to practical advice and information about the safe operation of on-site sewage management systems. The approval process allows the opportunity for Council to provide this information.

Council may also wish to consider other strategies to manage low risk systems, such as longer periods of approval (eg, 5-10 years). There may also be circumstances where the operation of a low risk system is deemed to not require an inspection. In such cases, periodic reporting by landowners may be an appropriate option.

Finally, I would remind Council that its approach to on-site sewage management approvals should be included in an on-site sewage management strategy. This strategy should be developed in consultation with the community and set out how Council intends to monitor and manage the individual and cumulative impacts of sewage pollution in its area.

Accordingly, I request that Council review the LAP with respect to section 2.2.1 (activity C6 of the Act) before re-submitting it for my consideration. It is considered that this activity is best dealt with by requiring landowners to have an approval from the Council, which can be for an extended period of time where Council determines that the risk of sewage pollution is low.

For further inquiries on this matter, please contact Mr Glen Colley, Senior Policy and Research Officer, on telephone 02 4428 4183.

Yours sincerely



**Ross Woodward**  
**Deputy Director General (Local Government)**  
**Department of Premier and Cabinet**

Attachment B – Draft Local Approvals Policy extract - on-site sewage management systems

## 2.2 WHAT EXEMPTIONS ARE PROVIDED FOR UNDER THIS LAP?

By virtue of this Local Approvals Policy, a person, company or organisation is exempt from the need to obtain a particular approval of the Council in the circumstances specified below, in addition to any exemptions available under the regulations.

### 2.2.1 Exemptions – Operate a system of sewage management (C6 Activity)

Although the exemption provisions below are quite wide ranging, formal approval is still required for all systems of sewage management:

- Located in the Village zone at Cumborah where a near surface aquifer is prone to contamination by effluent.
- In a rural zone that is located within 250m of a perennial watercourse.
- That do not comply with any of the exemption scenarios specified below.

#### Village land

Exemption from approval to **operate a system of sewage management (within the meaning of section 68A) (Activity C6)** is available to a **landholder** in the circumstances specified below:

- (a) The system is located on land is zoned as village (or a similar urban zone) at Carinda, Burren Junction or Rowena.

**NOTE:** *Connection to a Council operated sewerage or effluent system is not available in these villages.*

- (b) The system is located on a lot that is greater than 2000 square metres in area, or was created prior to the commencement of the Walgett Local Environmental Plan.

**NOTE:** *In the clayey soil conditions that dominate the Walgett Shire, a minimum area of 2000 square metres is generally required for the ongoing operation and maintenance of an on site sewage system.*

- (c) All storage and discharge parts of the system are located at least:

- (i) 5 metres from the boundary of the land.
- (ii) 250 metres away from any mapped perennial water course.

- (d) The system does not include a long drop (cesspit) toilet.

- (e) The system is operated and maintained so that in normal operating conditions:

- (i) Nutrients, contaminants, pathogens, insects or vermin are not dispersed from the system.
- (ii) The system must not discharge into any watercourse or onto any land other than its related effluent application area.
- (iii) Persons cannot come into contact with untreated sewage or effluent (whether treated or not) in their ordinary activities on the premises concerned.

**NOTE:** *Normal operating conditions do not include circumstances that are beyond the control of the person operating the system of sewage management (such as a fire, flood, storm, earthquake, explosion, accident, epidemic or warlike action).*

- (f) The system must comply with clauses 36 and 37 of the Local Government (General) Regulation 2005, where relevant.

## WALGETT SHIRE COUNCIL AGENDA

- (g) The party undertaking the activity must ensure that Council staff have full access, on demand, to all buildings, structures and documents associated with any exemption claimed under this policy so that compliance with the conditions of exemption can be verified.
- (h) Council accepts no liability for any injury or damage associated with any activity undertaken, or purportedly undertaken, under the provisions of this exemption.
- (i) Walgett Shire Council retains the right to issue a written revocation of an exemption status for any failure to comply with the terms of the exemption requirements. A written appeal can be lodged with Council against any decision to revoke an exemption.

### Rural land

Exemption from approval to **operate a system of sewage management (within the meaning of section 68A) (Activity C6)** is available to a **landholder** in the circumstances specified below:

- (a) The system is operated on land zoned primary production (or a similar non-urban zoning).
  - (b) The system is located at least:
    - (i) 100 metres away from any residence on an adjoining property, and;
    - (ii) 250 metres away from any mapped perennial water course.
  - (c) The system is operated and maintained so that in normal operating conditions:
    - (i) Nutrients, contaminants, pathogens, insects or vermin are not dispersed from the system.
    - (ii) The system must not discharge into any watercourse or onto any land other than its related effluent application area.
    - (iii) Persons cannot come into contact with untreated sewage or effluent (whether treated or not) in their ordinary activities on the premises concerned.
- NOTE:** *Normal operating conditions do not include circumstances that are beyond the control of the person operating the system of sewage management (such as a fire, flood, storm, earthquake, explosion, accident, epidemic or warlike action).*
- (d) The system must comply with clauses 36, 37 and 38 of the Local Government (General) Regulation 2005, where relevant.
  - (e) The party undertaking the activity must ensure that Council staff have full access, on demand, to all buildings, structures and documents associated with any exemption claimed under this policy so that compliance with the conditions of exemption can be verified.
  - (f) Council accepts no liability for any injury or damage associated with any activity undertaken, or purportedly undertaken, under the provisions of this exemption.
  - (g) Walgett Shire Council retains the right to issue a written revocation of an exemption status for any failure to comply with the terms of the exemption requirements. A written appeal can be lodged with Council against any decision to revoke an exemption.

### 'Preserved' opal fields

Exemption from approval to **operate a system of sewage management (within the meaning of section 68A) (Activity C6)** is available to a **landholder on the 'preserved' opal fields** in the circumstances specified below:

- (a) The system is operated on land that is part of the 'preserved' opal fields.

## WALGETT SHIRE COUNCIL AGENDA

- (b) The system is located at least:
- (i) 5 metres from the boundary of the land on which it is located,
  - (ii) 50 metres from any residence located on an adjoining property, and;
  - (iii) 250 metres away from any mapped perennial water course.
- (c) The system is operated and maintained so that in normal operating conditions:
- (i) Nutrients, contaminants, pathogens, insects or vermin are not dispersed from the system.
  - (ii) The system must not discharge into any watercourse or onto any land other than its related effluent application area.
  - (iii) Persons cannot come into contact with untreated sewage or effluent (whether treated or not) in their ordinary activities on the premises concerned.

**NOTE:** *Normal operating conditions do not include circumstances that are beyond the control of the person operating the system of sewage management (such as a fire, flood, storm, earthquake, explosion, accident, epidemic or warlike action).*

- (d) If the system includes a long drop (cesspit) toilet it must be operated and maintained so that:

- (i) It is located within a blind drill hole.

**NOTE:** *Pits must not be linked to current or former opal mine workings because they pose a health risk to current and future opal mining operations.*

- (ii) The drill hole is located in rock that has a low permeability.

**NOTE:** *Most drill holes on the preserved opal fields will encounter rocks such as claystone, silicified claystone or clayey sandstone which have a low permeability and can contain untreated sewage. On rare occasions a drill hole will encounter unconsolidated gravel which cannot contain effluent, hence it must not be used for a long drop toilet.*

- (iii) Pits must be ceased to be used when the waste is within 1.5 metres of ground level. They must then be backfilled with clean earth.

**NOTE:** *Waste needs to be confined to the pit and it should not be used beyond its capacity.*

- (iv) Grey water is not directed into the toilet pit.

**NOTE:** *Directing grey water into the pit is likely to overload the system.*

- (e) The system must comply with clauses 36, 37 and 38 of the Local Government (General) Regulation 2005, where relevant.
- (f) The party undertaking the activity must ensure that Council staff have full access, on demand, to all buildings, structures and documents associated with any exemption claimed under this policy so that compliance with the conditions of exemption can be verified.
- (g) Council accepts no liability for any injury or damage associated with any activity undertaken, or purportedly undertaken, under the provisions of this exemption.
- (h) Walgett Shire Council retains the right to issue a written revocation of an exemption status for any failure to comply with the terms of the exemption requirements. A written appeal can be lodged with Council against any decision to revoke an exemption.

**Additional regulatory requirements for sewage management systems**

The following clauses of the Local Government (General) Regulation 2005 apply to many sewage management systems in addition to the exemption requirements detailed previously.

**36 Sewage management facilities generally**

A sewage management facility:

- (a) must be made of durable and non-corrosive components, each having an expected service life of at least:
  - (i) 5 years, in the case of a mechanical or electrical component, and
  - (ii) 15 years, in any other case, and
- (b) must be installed or constructed:
  - (i) in accordance with the appropriate specifications and in accordance with good trade practice, and
  - (ii) so as to allow ease of access for maintenance, and
  - (iii) with regard to the health and safety of users, operators and persons maintaining the facility, and
- (c) must be installed or constructed so as to make appropriate provision for access to and removal of contents in a safe and sanitary manner, and
- (d) must, if it is intended to be a permanent fixture, be anchored to prevent movement.

**37 Closets for certain toilet systems**

- (1) A human waste storage facility must not be installed in any part of a building unless that part of the building complies with the following requirements:
  - (a) it is adequately ventilated to the outside air,
  - (b) the walls and roof are of weatherproof material,
  - (c) the floor is of material that is impervious to water and is drained.
- (2) The part of the building in which a human waste storage facility (other than a water closet) is permanently installed must be designed and located so as to allow human waste to be removed without being carried through any dwelling-house or public building or any building in which any person may be, or may be intended to be, employed in any manufacture, trade or business.

**38 Cesspits**

- (1) A cesspit:
  - (a) must be deep, dark and fly-proof, and
  - (b) must be constructed and maintained so as to prevent both the access of surface waters to it and the escape of matter from it, and
  - (c) must not be located where it can possibly pollute any water used or likely to be used for human consumption or for any domestic or dairy purposes, and
  - (d) must not be located where the normal level of the ground water is less than one metre below the bottom of the cesspit.
- (2) If a cesspit is emptied, its contents must be disposed of in a sanitary manner and in accordance with any requirements of the council.

**WALGETT SHIRE COUNCIL AGENDA**

Attachment C – Distribution of on-site sewage management systems within Walgett Shire

*An estimate of the number of on site sewage management systems being operated within the Walgett Shire is provided within the table below. Although the estimate is primarily based on satellite and aerial photographs, it is expected to be an under estimate of the total number of systems.*

<b>No.</b>	<b>AREA</b>	<b>COMMENT</b>
5	Village – Come-by-Chance	Predominantly septic tank based systems.
28	Village – Rowena	Predominantly septic tank based systems.
15	Village – Collarenebri	Predominantly septic tank based systems. Estimate only for north-western part of town which is not serviced by effluent mains.
55	Village – Carinda	Predominantly septic tank based systems.
30	Village – Cumborah	Predominantly septic tank based systems.
88	Village – Burren Junction	Predominantly septic tank based systems.
200	Opal mines	Predominantly long drop based systems.
700	About 566 rural homesteads, with some worker housing & shearing quarters.	Predominantly septic tank or long drop based systems.
1,850	Mining camps – preserved opal fields	Predominantly long drop based systems.
<b>2,971</b>		

## **25. STATE OF THE ENVIRONMENT REPORT**

**REPORTING SECTION:** Planning and Regulatory Services

**AUTHOR:** Matthew Goodwin – Director Planning and Regulatory Services

**FILE NUMBER:** 09/1523

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### **Summary:**

The Namoi Catchment Authority recently provided Walgett Shire Council with the Namoi Region State of the Environment Report for 2008-2009. It is recommended that Walgett Shire Council note the report and endorse its submission to the Department of Local Government as part of its annual report.

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

Subsection 428(2)(c) of The Local Government Act 1993 requires Council to prepare an annual State of the Environment Report. Part 9, Division 7, subdivision 2 (Clauses 218 to 226) of the Local Government (General) Regulation 2005 prescribes certain requirements for the content and preparation of the report.

This year the Namoi Catchment Management Authority (CMA) invited Walgett Shire Council to participate in the development of the Namoi Region State of the Environment Report. The report covers the Tamworth Regional, Liverpool Plains, Gunnedah, Narrabri and Walgett Shire Council local government areas

The CMA engaged Hyder Consulting Pty Ltd to prepare the report with input from environmental and planning staff at each participating Council. Compared to a Council by Council report, the advantages associated with the regional State of the Environment report include:

A catchment wide view of the environment.

Easier comparison of key environmental indicators across local government areas.

Reduced demand on Council resources because preparation of the report is undertaken by a consulting firm, who's work is wholly funded by the CMA.

A broader mix of skills is available to the consulting firm, thereby improving the quality of the report.

Clause 220 of the Local Government (General) Regulation 2005 requires Council to consult with the community regarding a State of the Environment Report. Delays in finalisation of this report have made this impractical prior to the 30 November 2009 deadline for its submission to the Department of Local Government.

A digital copy of the report (pdf file) was circulated to Councillors via an e-mail dated 9 November 2009 and a hard is provided under separate cover.

If adopted by Council, copies of the report will be made available via Council's web site.

## WALGETT SHIRE COUNCIL AGENDA

### Relevant Reference Documents:

Namoi Region State of the Environment Report for 2008-2009.  
Local Government Act 1993, especially section 428A.  
Local Government (General) Regulation 2005, especially clauses 218 to 226.

### Stakeholders:

Walgett Shire Council, public.

### Financial Implications:

Nil.

### State of the Environment Report

#### Recommendation:

That Walgett Shire Council resolve to:

1. Note and endorse the Namoi Regional State of the Environment Report for 2008-2009, as prepared by Hyder Consulting Pty Ltd and supplied by the Namoi Catchment Management Authority.
2. Submit the Namoi Regional State of the Environment Report for 2008-2009, to the Department of Local Government as a component of Walgett Shire Council's Annual Report.

## 26. WASTE MANAGEMENT ADVISORY GROUP

**REPORTING SECTION:** Urban Infrastructure Services  
**AUTHOR:** Siegfredo Coralde – Director of Urban Infrastructure Services  
**FILE NUMBER:** 09/1778

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### Summary:

This report shows how a community-based Waste Management Advisory Group will provide valuable assistance in developing a long-term waste reduction and recovery program for Council and the whole community.

### Discussion (including issues and background):

Most activities using materials and energy generate waste – from mining to manufacturing to cooking dinner. It is not a uniform substance but created in many ways and can be always difficult to define. Waste takes all forms:

- *Solid wastes:* those generated as solids or converted to a solid from form disposal
- *Liquid wastes:* those generated as liquids or disposed of into a liquid waste stream as suspended solids.
- *Gaseous wastes:* consists of gas and small particles emitted from open fires, incinerators, agricultural and industrial processes, and vehicles.

Local councils are much involved in regulating solid and liquid wastes leaving much wide-ranging regulatory approach of gaseous wastes to national government.

Walgett wastes and its future. The EPA environmental standards applied to the management of landfills have increased incrementally over the last five years and it appears highly likely that in the near future only large, centrally located and efficient operations will meet the requirements of EPA and the expectations of the communities. Small and sub-standard landfills will be closed paving the way for establishing strategically located transfer stations. While larger communities are capable of addressing 'volume' disposal of waste and options available for reducing that volume, smaller communities like Walgett may struggle to meet community expectations.

Similar to other Australian towns, the Walgett Shire community generates a vast quantity of solid waste – most of which is disposed to local landfills. Walgett Shire has 6 operational landfills and only one of these existing landfills is licensed.

The current Council's waste management policy over recent years has focused on cheapest way of landfill management. Successive contracts have set and moved away from waste minimisation targets.

It is now the time that Council focus primarily on the last component of the waste management hierarchy: *residual disposal*. Landfills should thus become only a last resort for the residual disposal of the remains of the solid waste stream in an environmentally friendly manner.

## WALGETT SHIRE COUNCIL AGENDA

Do we need community input? A lot can be done by Council to minimise waste and improve its management, but not all at once. Some easy short-term measures will bring immediate returns. Others must be tackled over the medium term, and still others demand long-term, ongoing commitment. The Waste Management Advisory Group can work hand in hand with Council in providing valuable community input that will achieve future asset management plan's objectives and goals.

The challenge. Council has the capability to execute projects and initiatives alone. However, community 'buying-in' is always a challenge for Council. Council can harvest signals from the community through a legitimate 'focus group' representation. A Waste Management Advisory Group can lend a hand on practical ideas such as first, that Council's current waste management initiatives are 'all ears' on traditional waste disposal rather than on minimising quantities of waste; and second, that current local waste reduction initiatives would be enhanced and new ones encouraged if there was a clearly defined local framework in place.

The objectives of the proposed Waste Management Advisory Group are:

- To act as an 'assisting' center for information from stakeholders on waste management and other related activities.
- Lend a hand to Council in determining pilot and waste minimization projects in asset management
- Lend a hand to Council in arrangements with other non-governmental and social agencies of technical cooperation for the sharing of waste management.
- Lend a hand to Council in promoting closer relationships with other waste management and related organizations in the region and around the country.

Where to for here? The Urban Infrastructure Services will start developing Asset Management Plans using Conquest (as data base manager) and Asset Management (NAMS) as the standard reporting and strategy platform document. Once the first stage of asset management training is complete by mid-December, a first draft of one Asset Management Plan will be available by at least at the end of March 2010.

It is a right time now forming a Waste Management Advisory Group. Selection of members of this Advisory Group can commence on second week of December 2009. It is probable that a first meeting can be held before end of January or first week of February 2010.

### **Relevant Reference Documents:**

Protection of the Environment Operations Act 1997 (POEO Act)  
Waste Avoidance and Resource Recovery Act 2001  
NSW Waste Avoidance and Resource Recovery Strategy 2007  
Walgett Landfill Management Operations Contract  
Lightning Ridge Landfill Management Operations Contract  
Walgett Landfill Environmental Plan (WLEMP)  
Netwaste

### **Stakeholders:**

Walgett Shire Council  
Walgett Shire Business Community  
Walgett Shire Constituents

**Financial, Social and Community Implications**

The Waste Management Advisory Group can represent the community better where public consultation is conducted in a much more 'balanced' manner.

Waste Management Group can provide a huge assistance in developing Solid Waste, Water and Sewerage Asset Management Plans.

Annual budget recommended to maintain the operations of this group is \$ 2,500.00 starting July 2010.

**Waste Management Advisory Group**

**Recommendation:**

**That:**

- 1. Council approves the formation of a Waste Management Advisory Group.**
- 2. Council approves the Terms of Reference of the Waste Management Advisory Group**
- 3. Council approves an annual budget of \$2,500 to commence in 2010-11 financial year.**

**Attachments:**

Terms of Reference – Waste Management Advisory Group



## **WALGETT SHIRE COUNCIL**

### **WASTE MANAGEMENT ADVISORY GROUP**

### **Terms of Reference**

## Waste Management Advisory Group

Prepared by:

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November 2009

## TABLE OF CONTENTS

### The Waste Management Advisory Group

- 1.0 Background
  - The Strategic Issues
- 2.0 Strategic Direction
- 3.0 Memberships
- 4.0 Administration
- 5.0 Meetings of the Advisory Group and Additional Community Liaison
- 6.0 Support
- 7.0 Meeting Decorum and External Contacts
- 8.0 Life of Waste Management Advisory Group

## 1.0 Background

The Walgett Shire Council has established a goal of developing Solid Waste, Water and Sewerage Asset Management Plan by the year 2011. This Plan will guide Council in effective use of its owned and future landfills with a main focus of maximum wastes diversion from all these landfills. Council understands that current recycling and composting practice feel short of community expectations and that, an effective community participation in processing household organics and other waste minimization initiatives, such as gardening, school education program, community recycling will increase the Council's diversion rate from landfill. As a means to achieve its diversion objectives of 90 percent diversion from landfill by 2020 and the 100 percent objective by 2022, Council is reviewing its outlook of potentially adopting new and emerging technologies, policies and management practices.

### The Strategies Issues

The Waste Management Advisory Group will assist Council by providing recommended input on the following three strategic issues:

- Effective use of landfills 'only' as a last resort for the residual disposal remains of the solid waste of the solid waste stream
- Engaging continuous Waste Education Program in school, business and community: a reasonable approach to achieve its long-term waste minimization initiatives.
- Identify the next steps regarding the implementation of emerging opportunities and practices that Council may take in order to achieve its waste minimization through landfill 'diversion' objectives

## 2.0 Strategic Direction.

In addressing these three strategic questions, the Advisory Group will assist Council to undertake the following:

- Criteria for screening and evaluation of new emerging technologies and practices in wastes
- Assist in facilitating communications between Council, community and industry with respect to new and emerging technologies and practices for the diversion of wastes from landfill.
- Provide relevant information on new and emerging technologies, policies and practices affecting the future of waste minimization program around the shire and surrounding districts
- Provide input into the development of a new landfills and waste initiatives such as composting recycling (solid and water), water consumption, composting and cleaner production.
- Provide quarterly report that catalogues the work undertaken by the Advisory Group, including research, its responses, and recommendations for Council's information, consideration leading to policy or implementation approval.

## 3.0 Membership.

The voting membership is seven (7) members of the Waste Management Advisory Group including a Chairman. The following is the structure of this Group:

Chairman	1
Secretary/Treasurer	1
Members	5

A Councillor shall be nominated by Council annually and will not be a member of the Advisory Group but will act as Moderator.

The Director of Urban Engineering Services will not be a member of the Advisory Board but will act as Adviser.

Membership will be for a term of 2 years commencing 20 December 2009.

In order to maintain continuity, Members of the Advisory Group are expected to maintain an attendance record in good standing. In the event a member has repeated absences without explanation, the Chair may bring the matter before the Advisory Group and with notification to Council through the Urban Infrastructure Services, which may remove the member.

## WALGETT SHIRE COUNCIL AGENDA

Failure to attend three consecutive meetings of the whole shall constitute automatic removal, however, extenuating circumstances will be reviewed.

Replacement members will be drawn from the pool of invites who applied for membership on the Advisory Group and ratified by Council.

### **4.0 Administration.**

The Advisory Group shall report to Council through the Urban Infrastructure Services and the Chairman will be the official media spokesperson for the Advisory Group.

The Advisory Group shall use the consensus model for decision-making, but may utilize voting procedures. A two-thirds majority vote is required for the Advisory Group to approve or adopt a recommendation or motion. Recorded votes will be taken on the request of a member. A "recorded vote" will be recorded in terms of the number of votes "for" or "against" a motion. Abstentions will also be recorded.

Minutes of meeting proceedings will be prepared for approval of the Advisory Group. The minutes will record decisions of the Advisory Group and summarize presentations and discussions.

The Advisory Group may form sub-committees to deal with specific issues as the need arises. Sub-committees make recommendations to the committee of the whole that subsequently makes the decisions regarding the recommendations of the sub-committee.

The Advisory Group will meet at least every other a month or at the call of the Chairman.

The Advisory Group or Urban Infrastructure Services (in behalf of Council) may, from time to time, recommend modifications to the Terms of Reference that are consistent with its general purpose. Where any such recommendations are accepted by the Advisory Group and ratified by Council, these Terms of Reference shall be so modified.

### **5.0 Meetings of the Advisory Group and Additional Community Liaison**

The Advisory Group will regularly meet as a committee of the whole from time to time.

Advisory Group meetings are open to the public, however, in camera sessions may be held if proprietary information from an industry source is being reviewed in order to protect the proprietary information.

Upon approval of the Advisory Group, minutes of Advisory Group meetings will be public, aside of any proprietary information the Advisory Group has received.

A minimum of five (5) excluding the Moderator and Adviser will be required to be in attendance at an Advisory Group meeting to constitute a quota.

## WALGETT SHIRE COUNCIL AGENDA

The Advisory Group may provide for public deputations at its meeting on items before the Council and issue draft reports or position papers for public comment through the Urban Infrastructure Services. The Advisory Group may set deputation requirements including prior notification and time limitations.

At the discretion of the Chairman, members of the public may be invited to comment and question presenters on material presented to the Advisory Group.

### 6.0 Support

The Urban Infrastructure Services through the Director will provide to the Advisory Group the following:

Assistance with meeting agenda preparation.

Administrative support for the preparation and distribution of minutes and other information relevant to the Advisory Group.

Meeting locations.

New information that becomes available regarding new and emerging technology, polices and practices in the field of solid waste management

.Assistance in the availability of appropriate expertise to the Advisory Group. This expertise would generally be in the form of Urban Infrastructure staff or outside interested parties in relation to waste management.

A working budget for administration as per the budget approved by Council.

A budget balance report every two months.

### 7.0 Meeting Decorum and External Contacts

Meetings of the Advisory Group shall be conducted under the guidance of Walgett Shire Council policies, rules and regulations.

Members of the Advisory Group shall direct all external inquiries regarding the work of the Advisory Group to the Urban Infrastructure Services.

Members of the Advisory Group are not to engage in media releases without prior approval from Council through the Urban Infrastructure Services.

### 8.0 Life of Waste Management Group

The Waste Management Advisory Group shall exist for seven (7) years.

## **27. NSW RURAL FIRE SERVICE NORTH WEST ZONE SERVICE LEVEL AGREEMENT: 2009 - 2018 STRATEGIC PLAN**

**REPORTING SECTION:** Rural Infrastructure & Support Services  
**AUTHOR:** Ian Taylor - Director Rural Infrastructure & Support Services  
**FILE NUMBER:** 09/1737

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### **Summary:**

Rural Fire Service in Walgett Shire is managed by the North West Zone under a service level agreement (SLA). This report provides Council with the 2009 - 2018 Strategic Plan for its information and as a basis for Council providing input into future annual budgets.

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

Rural Fire Service in Walgett Shire is managed by the North West Zone under a service level agreement (SLA). The SLA Committee meets quarterly and provides a forum for Council to direct and monitor the provision of Rural Fire Services in the Shire.

The North West Zone comprises the Local Government Areas of Coonamble, Walgett and Warren. Bogan District is also managed by the same administration, but is not part of the North West Zone SLA.

The 2009 - 2018 Strategic Plan is the first Strategic Plan prepared by the Zone. It outlines and addresses the strategic position of the Zone primarily in respect of its current and proposed resources to meet its legislative and environmental constraints. Whilst financial forecasts are only estimates, and are only adopted on an annual basis, it provides Council with a benchmark for its financial planning process. As such, Council may also provide further input annually to 'fine tune' the Zone's direction as the need may arise.

The Plan will be reviewed annually.

### **Relevant Reference Documents:**

North West Zone RFS Strategic Plan 2009 - 2018

### **Stakeholders:**

NSW Rural Fire Service - Walgett Brigades  
Residents and Businesses

### **Financial Implications:**

Forecast Council contributions are within current budget allocations.

**NSW Rural Fire Service North West zone Service Level Agreement: 2009 – 2018 Strategic Plan**

**Recommendation:**

**That Council:**

- 1. Note the North West Zone NSW Rural Fire Service Strategic Plan 2009 - 2018; and.**
- 2. Place the Plan on public display with all comments received referred to Council's NSW Rural Fire Service North West Zone Service Level Agreement Committee.**



**NORTH WEST ZONE & BOGAN DISTRICT  
NSW RURAL FIRE SERVICE  
STRATEGIC PLAN 2009-2018**

<b>Table of Contents</b>	<b>Page</b>
<b>1. Introduction</b>	<b>5</b>
1.1 Timeframe	5
1.2 Business Unit – NSW Rural Fire Service Canobolas Zone	5
1.3 Location of North West Zone & Bogan District	6
<b>2. Vision, Mission, Values</b>	<b>6</b>
2.1 NSW Rural Fire Service Vision and Mission	6
2.2 North West Zone & Bogan District Vision	6
2.3 North West Zone & Bogan District	6
<b>3. Links to Other Plans</b>	<b>7</b>
3.1 Corporate Plan NSW RFS 2006-2008	7
3.2 North West Zone & Bogan District Risk Management Plan	8
3.3 Service Agreement	8
3.4 Council Management Plans	9
3.5 Region West Plan	9
<b>4. Stakeholders / Relationships</b>	<b>9</b>
<b>5. Analysis Overview</b>	<b>9</b>
5.1 Risk and Priority Listing	10
5.2 Selection of Key Strategies	10
<b>6. Conclusion</b>	<b>15</b>
<b>References</b>	<b>15</b>

- **Appendix A PESTLE**
- **Appendix B SWOT**
- **Appendix C RISK MATRIX**
- **Appendix D eSDM PLAN 2008/2009**
- **Appendix E Incident History 2004/2008**
- **Appendix F Brigade Plan**
- **Appendix G Station Plan**
- **Appendix H Spare**
- **Appendix I Tanker Plan**
- **Appendix J Communications Plan**
- **Appendix K Recurrent Expenditure Plan**
- **Appendix L Infrastructure Plan**
- **Appendix M Reporting**
- **Appendix N North West Zone Ten Year Budget**
- **Appendix O Bogan Ten year Budget**

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## **1. Introduction.**

### **1.1 Timeframe**

This Business Plan for the North West Zone & Bogan District is for the period 1<sup>st</sup> July 2009 to 30<sup>th</sup> June 2018.

### **1.2 Business Unit – North West Zone & Bogan District NSW Rural Fire Service**

The North West Zone & Bogan District is located in the Central North West of NSW and combines the Rural Fire Districts of Coonamble, Walgett and Warren and commenced operations on the 1<sup>st</sup> July 2008. The Bogan District of the NSW Rural Fire Service was "Teamed" with the North West Zone on the 1<sup>st</sup> July 2008.

Prior to Zoning the Districts of Coonamble, Walgett, Warren and Bogan had worked together as a group and later as a "Team".

The Zone Headquarters is based in the town of Coonamble and the major towns of Nyngan, Walgett and Warren form the major towns within the Zone local government centres within the area. Numerous towns and villages are located throughout the Zone. The total population is approximately 18001.

Coonamble, Walgett, and Warren are rural councils with a service based population. Bogan is a rural council with significant mining activity. All four Councils support general farming enterprises.

The rural population is reducing and an increasing number of people are gaining employment off farm. This is making it increasingly difficult for some brigades to respond to incidents within a satisfactory timeframe to provide the highest level of protection to the community.

The Zone including Bogan District covers 57,425 square km including 700 square km. under the control of State Forests and 739 square km of National Park.

North West Zone & Bogan District has 81 Rural Fire Brigades with some 1398 members of which 700 (50%) are considered active volunteers. The brigades are equipped with a range of tankers from 24 years of age through to the latest new tankers supplied by the NSW Rural Fire Service this year.

Our brigades respond to all incidents outside the NSW Fire Brigade areas and five (5) Mutual Aid Agreements are in place to ensure interagency cooperation for community protection when additional assistance is required in NSWFB area.

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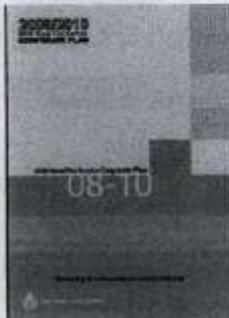
### 3. Links to Other Plans.

#### 3.1 Corporate Plan NSW RFS 2008 – 2010

The State Government and community of NSW expect the NSW Rural Fire Service to provide them with efficient and cost-effective levels of service. In meeting this expectation, the Service relies to a great extent on the dedication and professional attitudes of our volunteers.

The nature of the Service's business sometimes means that we are subject to unplanned and often major events such as bushfires or other emergencies. Our immediate response must be to provide all the resources and support required to ensure damage to the community is minimised and that our operational personnel have everything they need to complete their work. However, like all State Government agencies we are also required to ensure that all of our business activities are increasingly undertaken in a planned, cohesive manner throughout the year. We are also expected to perform our activities as efficiently as possible and to maintain the required levels of corporate governance.

The intent of the Strategic Plan is to provide an overall framework to help us all identify those strategies and actions that are important to the future performance of the Service and to establish priorities and targets for their implementation to begin the development of a system to measure our success.



The Corporate Plan provides specific direction over one to three years of the key programs and actions to be undertaken by the Service, and has a significant role in guiding the Service's activities by:

- Identifying those strategies and actions that are important to the future of the Service;
- Establishing priorities and targets for implementation, and
- Continuing the development of reporting mechanisms and systems for measuring our success.

The main intent of the NSW Rural Fire Service Corporate Plan 2008 - 2010 is to provide a clear direction and unity of purpose for everyone involved in the delivery of our operations and/or services to the community and other stakeholders. The plan is also designed to:

- Tell our stakeholders, staff, volunteers and the community what we plan to achieve over the next 3 years.

- Provide guidance and direction to all staff so that they can plan and arrange their work so that it contributes to the achievement of our Key Strategies.
- Inform the process of allocating budgets and resources to strategic programs and projects.
- Inform the Service's Results and Services Plan.
- Provide a framework to measure our success in delivering the outcomes of our Key Strategies.
- Provide a mechanism showing the relationship among government priorities and outcomes, and the Service's Key Strategies and Actions.
- Support other internal Service plans such as the Information Management and Technology Strategic Plan.

### **3.2 North West Zone & Bogan District Risk Management Plan**

Following the Corporate Plan, the Risk Management Plan is the second primary driver for the North West Zone & Bogan District Business Plan.

The objectives of the North West Zone & Bogan Risk Management plan are, in order of priority:

1. Protection of life property and community assets from the adverse impacts of fire.
2. Utilise ecological sustainable development principles in managing fire in the landscape.
3. To incorporate analysis, evaluation and treatment of fire risk across the North West Zone & Bogan on a tenure blind basis based on community consultation and collaboration.

Members of the North West Zone & Bogan community are committed to the strategies identified and the implementation of works contained within this plan.

The purpose of this risk plan is as a strategic level document which:

- Identifies the level of bush fire risk across the North West BFMC
- Analyses the risk and determines appropriate zoning.
- Provides opportunities to prioritise treatments on a landscape basis.
- Identifies strategies, which will be implemented to manage the bush fire risk identified.
- Provides a process to monitor the implementation program and capture changes during the life of the plan.

Members of the North West Bush Fire Management Committee have participated in the development of this plan. It covers the North West Zone & Bogan that includes the local government areas of Coonamble, Walgett, Warren and Bogan. The maps associated with the Landscape Plans are updated as annual programs and fire activity occurs.

### **3.3 Service Agreement**

The Service Agreement links the service provision by the NSWRFs to the Legislative responsibilities of Local Government. This plan defines the responsibilities and adopts the Business Plan on a local basis annually.

The Service Agreement between the Council's (Coonamble, Walgett and Warren) forming the North West Zone and the RFS expires on the 01 Sept 2011, the Bogan District Service Agreement expires on 01 Jul 2011.

- The parties have agreed to enter into a Rural Fire District Service Agreement pursuant to the

provisions of section 12A of the *Rural Fires Act 1997* (NSW).

- The Councils and the Commissioner have agreed to operate the Districts as a Zone for Coonamble, Walgett and Warren, and Bogan has been "Teamed" to the Zone.
- The Councils have agreed to provide certain administrative accounting and maintenance services to the Commissioner and to the Service.
- The Councils have agreed to allow the Commissioner and the Service to use the District Equipment.

### 3.4 Council Management Plans

The Councils which constitute the North West Zone and Bogan (Coonamble, Walgett, Warren and Bogan) prepare an Annual Management Plan to set the direction for their communities and to highlight the key initiatives planned for the year.

The Councils determine their budgets and the contributions to the Rural Fire Fighting Fund from their section of North West Zone & Bogan District are incorporated in this Management Plan.

### 3.5 Region West Plan

The Region West Business Plan is linked to the New South Wales Corporate Plan 2008 -2010. The Key Result Areas (KRA's) identified in the Corporate Plan are used in the Region Plan and have been incorporated in the Zone and Team Plans to ensure consistency of effort and outcomes across the Service.

These KRA's are Operations, Community Safety, Learning and Development and Management. The programs and actions are linked to the Corporate Plan. The RFS has introduced the Electronic Service Delivery Model (eSDM) that links the current performance on all strategies and actions to the Corporate Plan.

The Region allocates funding to the Zone from the State allocation in accordance with the local Zone Business Plan and the ability of the Local Governments within the Zone to fund their 11.7% contribution, as of the 09/10 budget allocation. Prior to 09/10 Council's contribution was 13.3%

## 4. Stakeholders / Relationships

Internal	External
Volunteers	New South Wales Fire Brigade
Zone Staff	Coonamble, Walgett, Warren and Bogan Councils
Region Staff	National Parks & Wildlife Service
Head Office NSWRFSA	Forests New South Wales
NSW Rural Fire Service Association	Community

## 5. Analysis Overview.

### 5.1 Risk Analysis and Priority Listing

This analysis shows the Key Strategies that North West Zone & Bogan District will seek to address in 2009/2010. The issues listed in the risk matrix are linked to the **RED** coloured items in the PESTLE and SWOT analysis tables. The **Likelihood** and **Consequence** are considered to develop the **Risk Rating** and the **Priority** rating.

There are numerous issues listed in the SWOT and PESTLE and these have been drawn together in the Matrix to treat those with a **high** Risk Rating based on the assumption of the risks to the organisation and the community if the strategy was not implemented..

### 5.2 Selection of Key Strategies for 2009/2010

From the PESTLE and SWOT analysis the following Key Strategies have been identified for inclusion as the priorities in the Business Plan for 2009/2010.

#### 1. Develop the Culture of Community Engagement and Collaboration for Volunteers and Stakeholders

The Corporate Plan has added community engagement to its strategies for 2008 – 2009. North West Zone & Bogan District has been implementing community engagement and further developing the concept towards community empowerment since 2008.

In our Zone the objectives of these meetings are to:

- ❖ To improve communication and understanding between our volunteers and staff.
- ❖ To build lasting and long term relationships and alliances with our volunteers.
- ❖ To really engage with our volunteers by listening to their needs or concerns.
- ❖ The promotion of mutually beneficial results.
- ❖ Identify and build upon our common ground within the RFS.

The progress made from this strategy of actively communicating with our volunteers on a regular basis is working to build a strong rapport between our staff and volunteers. The continual message at each meeting from the volunteers is to keep these meeting going as they are productive, enjoyable and provide a proactive community focus.

"Traditionally agencies have interpreted community participation as "informing" the public of a pre-determined decision. The North West BFMC has taken the approach of "collaborating" with and involving the community in developing alternatives and identifying the preferred solution. This has led to greater levels of problem ownership by all participants and more durable, workable solutions between all parties".

The experience of the SNAG Meeting Project shows an increased level of community ownership and understanding from sharing in the participatory process. The risk plan development, the tanker

rationalisation program and issues identified within the "SNAG Meeting" process are all quantifiable examples of evidence to support the promotion of this strategy.

The North West Zone & Bogan District Community Education plan has reflected the need for the Zone to become self sufficient in delivering Community education across a large area. To meet this growing need it is planned to purchase a Zone Community Education Unit in the financial year 2011/2012. This unit may be a joint venture with an adjoining Zone to reduce costs and ensure the usage of the unit, (similar to the RFS current ComEd van)

Not continuing with this successful strategy would create a significant risk to our business outcomes. Funding is not a constraint for this program and its success is dependant on the prioritising of staff time and the use of current skills within the Zone.

## **2. Complete eSDM and Core Business Functions in accordance with Service Standards, Policies and Procedures**

The core business functions of the Zone are clearly articulated in the Corporate Plan and the Region West Plan. It is also a requirement under the Service Agreement to administer the Local Government legislative responsibilities.

The core business of North West Zone & Bogan District is the protection of our community from the affects of fire and other emergencies. Effective response of trained and equipped volunteers ensures these obligations are fulfilled in accordance with the Community requirements.

Funding is provided in the budget to provide for these responsibilities. Electronic reporting is undertaken quarterly to ensure the strategy is being implemented and audits are undertaken to ensure compliance. Failure to provide these core functions would be a significant risk to our business.

## **3. To complete the Objectives required in the North West Zone & Bogan District Risk Management Plan**

The North West Zone & Bogan District RMP has considered the risk across the landscape and identified the treatments required for community protection. It also identifies the community expectation of the work that should be carried out. The area required to be treated IN 09/10 is APPROX 14500 ha annually across all land management zones.

If the 2008/2009 program is successfully completed the implementation will see a total of 11335 ha completed compared to the planned benchmark of 14500ha..

Agencies receive funding for this work in their own land management areas. The RFS accesses funding for private land where it can be demonstrated that a wider community benefit exists by way of the plan strategies. This risk to the RFS in not completing this responsibility is high.

## **4. To develop suitable infrastructure to support and encourage the development of a Training Culture in the North West Zone & Bogan District.**

The RFS and North West Zone & Bogan District are committed to providing up to date equipment to our volunteers. To compliment this new equipment and gain maximum benefit from it, volunteers need to be trained in its use.

The training Culture within the North West Zone & Bogan District to this point has concentrated on the main Village type brigades, as at this point they act in a support role to the surrounding areas. As Rural and Remote Rural brigades receive modern tankers, many for the first time, the need for training becomes obvious.

The equipment infrastructure required to support training is for the most part in place. The North West Zone & Bogan District Training Project is in the initial planning stage and is aimed at changing the training culture within the Zone so that training is an expected part of the brigade culture.

The level of training will vary from brigade to brigade but will be designed to meet the training needs of the brigade, the RFS and to ensure the protection of our Communities.

Our normal RFS budget procedures do provide funding for the development of training and we are pursuing grant funding for this purpose as well. The use of remote area training delivery is of high importance to North West Zone & Bogan District, for future training.

## 5. Communications

The RFS is committed to providing effective reliable communications systems to our volunteers, to assist in their ability to perform the roles that they take on behalf of the community.

The RFS has commenced a plan to replace the aging PMR (Private Mobile Radio) system with a new digital system commencing in 2009. The cost of this project is to be met by the State Government.

Due to the size of the North West Zone & Bogan District (57,425 square km) there are already in place fourteen (14) repeater facilities. Testing is underway to assess if further repeaters are required. The average cost of a new repeater site is \$100,000.00, for any additional repeaters identified. The repeater facilities require annual maintenance and inspection at a cost of \$10,000.00, for the current system, with a replacement (on average of 2 repeaters annually) to ensure the effectiveness of the system. Repeater replacement costs is approx \$15,000.00 per unit.

A mobile Communication/Command vehicle for major incidents has been acquired by the North West Zone. This Comms Bus is a second hand vehicle and will be available for deployment across the Zone.

The Comms Bus will be evaluated over the next six (6) year period for operational requirements and need within the Zone, with a recommendation to either replace the bus in the 2015 budget or remove from service.

## 6. Business Plan.

The current Business Plan is the 08/09 plan currently in operation.

**WALGETT SHIRE COUNCIL AGENDA**

Estimates for the 09/10 Budget have been approved by all Councils

Due to the changing nature of the electronic Business Plan I have not inserted it in this Plan, however copies of the current plan are available for Councils and other parties for review on request.

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## 7. Conclusion.

This North West Zone & Bogan District Business Plan for 2009/2018 sets the direction for our organisation. The key risks have been identified and form the Key Programs and Actions to support the Key Strategy.

The Plan links to the responsibilities referred to in the other plans to ensure the outcomes are achieved.

Funding is in place to commence the Plan but confirmation will not be received until the Minister announces the Rural Fire Fighting Fund Allocations in October 2009.

### References

1. RFS Strategic Plan
2. Region West Business Plan
3. North West Zone & Bogan District Risk Management Plan
4. North West Zone Service Agreement.
5. Bogan District Service Agreement

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**APPENDIX A**

**PESTLE**

	External Factors	Implications for Organisation	Importance for North West Zone & Bogan District
Political	New Government	Possible change of direction and policies	Minor
	New Minister	Possible change of direction and policies	Minor
	New Commissioner	Possible change of direction and policies	Minor
	Climate Change	Possible drier seasons with increased fire activity	Low
	Water	Shortage of water due to continuing drought	Low
	Local Government	Changes in relationships affecting funding and cooperation	Low
	Review of RF Act	Changes in Legislation	Minor
	NSW Farmers Association	Possible changes in farmers policy and relationships	Minor
	RFSA	Restructure of organisation with possible affects on staff and volunteers	Minor
	Bushfire CRC Agencies	Impacts of research on equipment and budgets Changes in relationships affecting funding and cooperation in completing responsibilities	Minor Minor
Economic	Funding System	RFS funding system is linked to the eSDM	Medium
	Equipment Costs	Equipment costs have escalated in recent years reducing the value of funding	Medium
	Infrastructure Costs	Infrastructure costs have escalated in recent years	Medium

WALGETT SHIRE COUNCIL AGENDA

		reducing the value of funding	
	Total Asset Management	Possible transfer of mobile fleet to the State	Medium
	Insurance Companies	Possible funding system constraints	Minor
	Local Govt %	The ability of Local Government to fund their 11.7% contribution	Low
	State Budget	Possible impacts of State budget changes following 15 years of sustained growth for the RFS	Medium
	Business Unit financial management	Ability of the Zone to access required funding for all eSDM programs to meet community expectations.	medium
Social Culture	Volunteers	Access to and the involvement of committed volunteers is essential to service delivery	High
	OH&S	Safety and Welfare of volunteers and staff is paramount	Medium
	Training	Training is still to be expected and implemented in Rural/Remote Rural Brigades	High
	Employer Expectations	Employers are becoming reluctant to allow volunteers time off in the current working environment	Low
	Consultation Engagement Collaboration	Volunteers and the community responds to engagement and collaboration leads to empowered decisions	High
	Hazard Reduction Prevention / Safety	The community requires hazard reduction expectations to be met to provide community protection	High

WALGETT SHIRE COUNCIL AGENDA

Technology	BRIMS Reporting	All community safety activities are recorded to analyse performance and monitor progress	Minor
	Tankers age and standard	Continued tanker upgrading is required to modernise the fleet	Medium
	Communications infrastructure	Fourteen sites to maintain and manage for Zone communications and the impact of new technology	Medium
	Fire Control Centre	Ensure Zone Fire Control Centre is developed to service volunteers and the community	Medium
	Red Fleet	Data management system for the management of the mobile assets	Low
	ICON	Incident Management and recording system for operational management	Minor
	Aircraft	Access to aircraft for initial attack and fire fighting has developed and is being fully utilised in the Zone	Medium
	IT	RFS IT systems encompass all management activities	Minor
Legislation	Review Act	Act reviewed in 2007 and changes adopted. Required amendments implemented into business plan	Minor
	OH&S	OH&S Legislation and the requirements for a safe workplace for volunteers and staff	Low
	Environmental	Compliance with Environmental Legislation for hazard reduction activities and planning requirements	High
	Corporate Governance	Ensure that Service systems and decision making complies with	Low

WALGETT SHIRE COUNCIL AGENDA

	Service Standards, Policies and SOP's	documented and legislative procedures Ensure standards are relevant and meaningful across the Service	Minor
	Increasing Accountability	Requirements to meet the community requirements for ethics and accountability	Medium
Environmental	Drought	Continuing drought affect on morale, viability and availability of volunteers and community	High
	Water	Shortage of water for fire fighting and the need for dry techniques	High
	Community Expectations Hazard Reduction	Community interest in the environment and lack of knowledge in regard to managing diversity with the use of fire	Medium
	Hazardous Materials	Increase transport of materials increasing community risk	Minor

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**APPENDIX B**

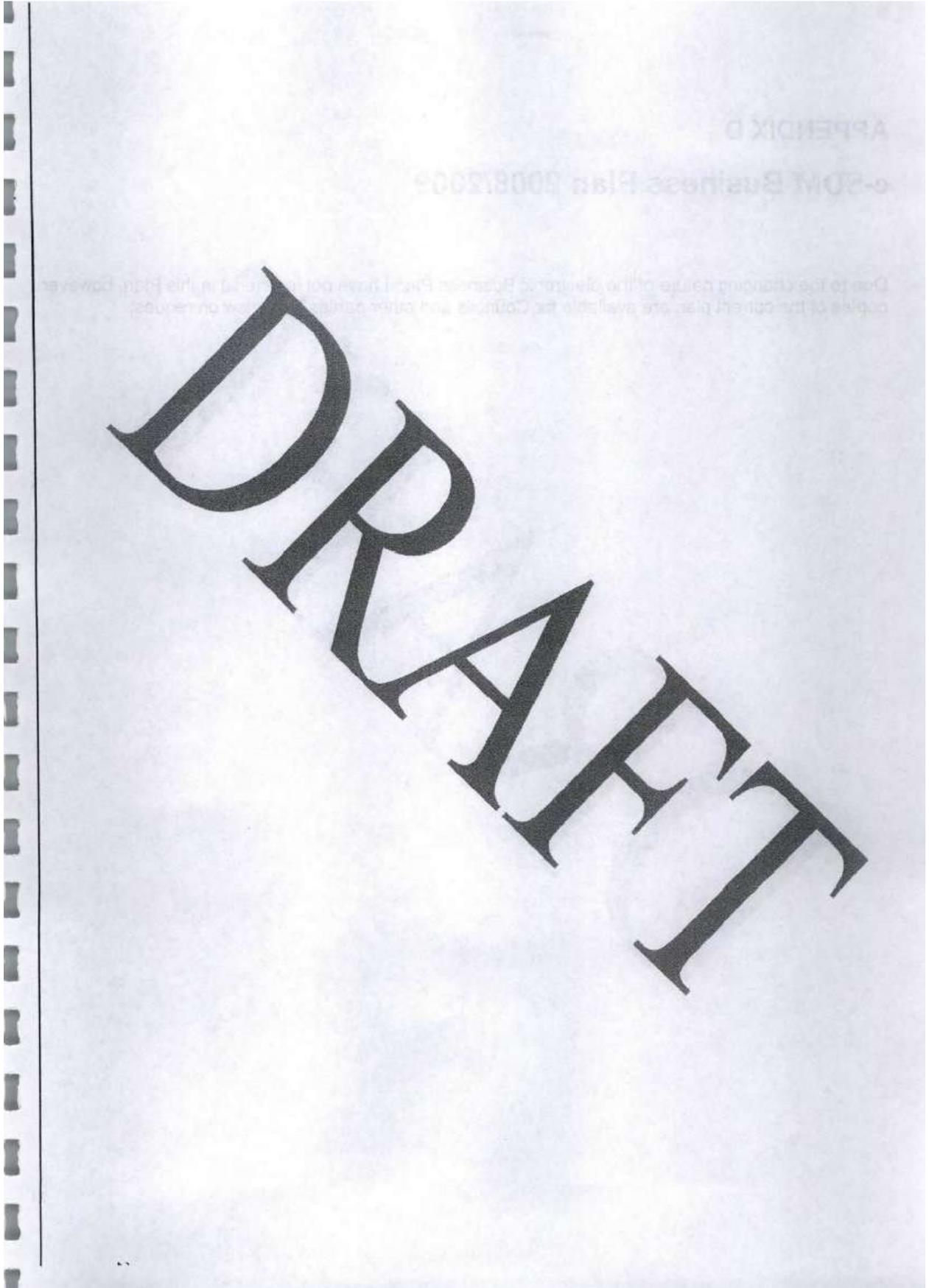
**North West Zone & Bogan District SWOT**

Internal	
<b>STRENGTHS</b>	<b>WEAKNESSES</b>
<ul style="list-style-type: none"> <li>• Great response by Town and Village Brigades in most cases.</li> <li>• Good support from active Brigade captains and some members</li> <li>• Strong support from Community Safety Committee.</li> <li>• Great support from Community Safety Facilitators.</li> <li>• Efficient and professional operational work at incidents.</li> <li>• Increase in tanker allocation to brigades over past 3/4 years.</li> <li>• Web site set up to improve communications.</li> <li>• Support by Zone Councils for Budget/Funding</li> <li>• Shift to Proactive from reactive</li> </ul>	<ul style="list-style-type: none"> <li>• Budget/Funding</li> <li>• Time/Distance</li> <li>• Staffing Levels</li> <li>• Attitudes/Apathy – Council/Volunteer/Community/RFS Staff</li> <li>• Management</li> <li>• Increasing Workload</li> <li>• Declining Volunteer numbers</li> <li>• Cost of Tankers/Equipment</li> <li>• Face to face communication</li> <li>• Resistance to change</li> </ul>
External	
<b>OPPORTUNITIES</b>	<b>THREATS</b>
<ul style="list-style-type: none"> <li>• Re-engagement of Volunteers/Community</li> <li>• Increase staffing levels</li> <li>• Better educate - Council/Volunteer/Community</li> <li>• Develop better working environment</li> <li>• Improved operating procedures within the Zone/District.</li> <li>• To expand our front line staff to cope with demands of the volunteers/community.</li> <li>• Further develop proactive strategies</li> </ul>	<ul style="list-style-type: none"> <li>• Budget/Funding</li> <li>• Staffing Levels</li> <li>• Attitudes/Apathy – Council/Volunteer/Community/RFS Staff</li> <li>• Increasing Workload - Decline in work/family life balance</li> <li>• Declining Volunteer numbers</li> <li>• Expectations – Volunteers/Staff/HQ/Community</li> <li>• Expectations of senior management/size of area to cover</li> <li>• Increase in age of volunteers in rural brigades.</li> <li>• Resistance to change</li> </ul>

**APPENDIX C**

**PESTLE & SWOT LINK TO THE AS:NZ 4360 - 2004 RISK MATRIX**

Strategy	Link	Risks of NOT implementing the Strategy	Likelihood of Problems if Strategy NOT implemented	Consequence	Risk Rating	Priority
Develop the Culture of Community Engagement and Collaboration for Volunteers and Stakeholders	PESTLE / SWOT	<ol style="list-style-type: none"> <li>Poorer volunteer relations</li> <li>Poor communication</li> <li>Issues not identified</li> <li>Problems arise</li> <li>Volunteers leave</li> <li>Response ability declines</li> <li>Community at risk</li> </ol>	Likely	High	Major	1
Complete eSDM and Core Business Functions in accordance with Service Standards, Policies and Procedures	SWOT	<ol style="list-style-type: none"> <li>Response failure</li> <li>Equipment failure</li> <li>Systems failure</li> <li>Community at risk</li> </ol>	Likely	High	Major	2
To complete the Objectives required in the North West Zone & Bogan District Risk Management Plan	PESTLE / SWOT	<ol style="list-style-type: none"> <li>Unsafe community</li> <li>Larger fires</li> <li>Damaged environment</li> <li>Monocultures sustained</li> <li>Lower credibility of Ageccles</li> <li>Disenfranchised volunteers</li> </ol>	Likely	High	Major	3
To develop suitable infrastructure to support the efficient use of fixed wing aircraft for fire fighting	PESTLE / SWOT	<ol style="list-style-type: none"> <li>Less effective use of aircraft</li> <li>Larger fires</li> <li>Damaged environment</li> <li>Unsafe community</li> <li>Disenfranchised volunteers</li> </ol>	Likely	High	Major	4



**APPENDIX D**

**e-SDM Business Plan 2008/2009**

Due to the changing nature of the electronic Business Plan I have not inserted it in this Plan, however copies of the current plan are available for Councils and other parties for review on request.

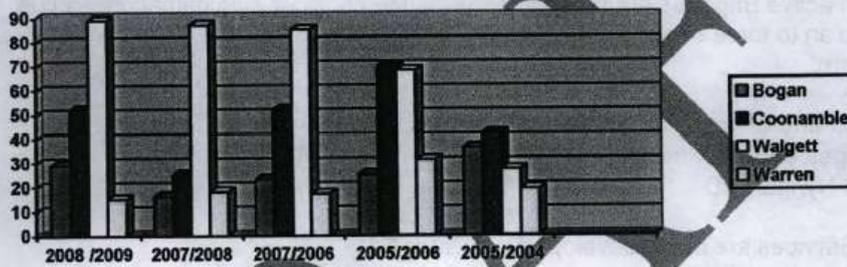
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## Appendix E Incident 2004/2008

### North West Zone Incident Statistics by Local Government Area

The following statistics were compiled from FIRS using 1<sup>st</sup> January to the following year date to represent the 12 month period.

Year	Bogan	Coonamble	Walgett	Warren	Zone Total
2008/2009	29	52	89	15	185
2007/2008	16	25	87	18	146
2006/2007	23	52	85	17	177
2005/2006	25	70	68	31	194
2004/2005	36	42	27	19	124



The trend shows over a five year period an increase in brigade callouts, this is a result of the community becoming better informed on reporting fires, improvements on mobile phone coverage particularly along major highways, improved reporting by brigades on incidents attended particularly in the Coonamble and Walgett Shire's to a lesser extent the Warren shire area, as with Bogan shire area has been heavily effected by the drought resulting in the amount of incidents attended remaining static over the five year period.

Funding for the provision and replacement of the fire fighting fleet and associated equipment will also be needed to cover these increases in brigade activity, these trends also give a strong indication as to where to target for community education awareness campaigns.

## Appendix F Brigade Plan

North West Zone & Bogan District has the following Brigades and Membership across our four local government areas:

Coonamble	23 Brigades	356 Members
Walgett	26 Brigades	493 Members
Warren	14 Brigades	230 Members
Bogan	18 Brigades	319 Members
<b>Total</b>	<b>81 Brigades</b>	<b>2326 Members</b>

The current Brigade structure is adequate to meet the current needs of the Zone but the following changes are envisaged:

Where possible Non active Brigades are being encouraged to consider amalgamations in due course, there is no plan to force brigade amalgamations.

Current examples are:

- Munna Munna and Shingle Hut.
- Mowlam Walgett and Mowlma Coonamble.
- Gundaur and Nyngan HQ

Specialist Support Services are being developed to include:

1. Aviation Support, and
2. Communications.

These services will respond from existing facilities.

## Appendix G Station Plan

The Rural Fire Service is committed to providing safe housing for fire fighting resources across the Zone. In many areas Rural Fire Stations already exist and these vary in size and facilities, however, there are many brigades without such facilities and the Zone aims to progressively make available fire Stations for those communities that demonstrate a need.

The current status of Stations in the North West Zone & Bogan District.

Number of Brigades	81
Number of Stations	20
Stations with Facilities	4
Stations Required	61
Facilities Required	4

Standards of Fire Cover have been implemented across North West Zone & Bogan District and it determines that Stations and facilities are required in each location.

Many of the remaining 61 Brigades requiring stations may not need this type of facility due to local farm shedding arrangements, those that do, will be the transportable type (Category 1) recommended for remote Rural Brigades and identified in the 10 Year Brigade Station Plan

The last two traditional brigade sheds (Burren Junction and Combara) are being constructed from 2006/2007 and 2007/2008 funds in 2008/2009. New Standard design stations are required with funding from 2009/2010.

The Standard design plan and layout are attached.

Initial Quotes have been received in October 2008 and the most competitive prices are:

- Category 1 - \$35,000.00 (based on cost of building Combara Station in Feb 09)
- Category 2 - No costing as not identified as needed at this time
- Category 3 - No costing as not identified as needed at this time

A contingency cost of \$2,000 has been allowed for in the budget each year to cover land and legal issues.

The addition of facilities to existing stations has been budgeted at \$60,000 for future upgrading, based on 09/10 costing of those facilities identified to require it, also to be identified in the 10 Year Brigade Station Plan with CPI rises of 3.5%. There are four stations requiring facility upgrades, however two (2) of these are being completed in the 08/09 and 09/10 budgets, (being Walgett HQ and Gulargambone)

**Appendix H**

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**Spare**

## Appendix I Tanker Plan

The current composition of the North West Zone & Bogan District Tanker Fleet is as follows:

Heavy Tankers	Cat 1's	21
	Cat 2's	9
Light Tankers	Cat 4's	3
	Cat 7's	17
	Cat 9's	2
Personnel Vehicles	Cat 12's	1
	Cat 16's	3
Communications	Cat 20's	1

There are No Petrol Vehicles in the North West Zone & Bogan District Fleet.

Tanker Ages subject to confirmation.

### TANKER AGES

	2009 No	AV Age
Coonamble	10	11.5
Walgett	23	13.1
Warren	11	14
Bogan	11	18.4
<b>Total</b>	<b>55</b>	

### Replacement Plan.

The Annual Replacement Plan required to maintain a maximum age of 20 years across the Zone requires the following new tanker purchases based on 2008/2009 costs. The ten year budget allows for 3.5% annual increases:

Category	Number Req.	Cost New Each	Cost Second Hand Each	Total
Cat 1's				
Crew Cab		\$252711.00	0-5 Year \$126000.00 6-10 Year \$88200.00 11-15 Year \$63000.00	
Single Cab		\$232664.00	0-5 Year \$119500.00 6-10 Year \$83650.00	

WALGETT SHIRE COUNCIL AGENDA

			11-15 Year \$59750.00
<b>Cat 2's</b>		Not Available	0-5 Year \$114000.00 6-10 Year \$79800.00 11-15 Year \$57000.00
<b>Cat 7's</b>			
<b>Crew Cab</b>		\$145602.00	0-5 Year \$72500.00 6-10 Year \$50750.00 11-15 Year \$36250.00
<b>Single Cab</b>		\$136302.00	

It is planned to continue to source 0-5 and 6-10 year second hand tankers as a viable cost effective system. One (1) New tanker will also be included to ensure a balanced fleet of modern tankers are always available to protect our communities, and to reduce the average age of the fleet.

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WALGETT SHIRE COUNCIL AGENDA

Attachment to Appendix I Tanker Plan  
North West Zone and Bogan District

Brigade	Proposed Allocation	Current Allocation	Gap	08/09	09/10	10/11	11/12	12/13	13/14	14/15	15/16	16/17	17/18	18/19
<b>COONAMBLE</b>														
Bilberry	Cat 1	Nil		Cat 1					Cat 1					
Bourbah	Cat 1	Cat 1 D/C											Cat 1 GL	
Calga	Cat 1	Nil												Cat 1
Combara	Cat 1 GL	Cat 7 S/C												
Coonamble HQ	Cat 1 DC, Cat 7 DC	Cat 1 DC, Cat 7 DC												
Glippoons	Cat 1	Nil												
Gulgambone	Cat 1 D/C, Cat 7 S/C	Cat 1 D/C, Cat 7 S/C												
Gulmin	Cat 1	Cat 1 D/C												
Hollywood	Cat 7	Nil												
Moxima Creeks/Walgett	Cat 1	Nil												
Moxima	Cat 1	Nil												
Mt tenandra	Nil	Nil												
Murrumbidgee	Nil	Nil												
Myall Ridge	Cat 1	Nil												
Nebo	Cat 1	Nil												
Nedgira	Cat 7	Nil												
Pine Grove	Cat 2	Nil												
Quambyne	Cat 1	Nil												
Quambyne Village	Cat 1	Cat 3 D/C												
Shingle Hill/Murrumbidgee	Cat 1 S/C	Nil												
Tendgate	Cat 7 S/C	Cat 7 S/C												
Willow Downs	Cat 2 S/C	Cat 2 S/C												
Wycombe	Cat 1	Nil												
Yule	Nil	Nil												
<b>WALGETT</b>														
Allawa	Cat 1	Nil												
Angledool	Cat 7 S/C	Cat 7 S/C												
Beambri	Cat 1	Nil												
Boorooma	Cat 7 D/C	Cat 7 D/C												
Burns Junction	Cat 1 D/C, Cat 7 D/C	Cat 1 D/C, Cat 9 S/C												
Carindis rural	Cat 2 D/C	Cat 2 D/C												
Carindis rural	Cat 2 S/C	Cat 2 S/C												
Carinda Town	Cat 1 S/C	Cat 1 S/C												
Collarembri Rural	Cat 1 S/C	Cat 1 S/C												
Collarembri Town	Cat 1 D/C, Cat 2 D/C	Cat 1 D/C, Cat 2 D/C												
Come by Chance	Cat 1 D/C	Cat 1 D/C												
Cumborah	Cat 1	Nil												
Cumborah Village	Cat 1/Cat 7	Cat 1 D/C												
Dungahar	Cat 7	Nil												
Euroka	Cat 1	Nil												
Ginghel	Cat 1	Nil												
Ginghel	Cat 2	Nil												
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## WALGETT SHIRE COUNCIL AGENDA

Contractor availability will be monitored on an annual basis to ensure the needs of the RFS vehicle servicing remain effective and cost efficient.

All pricing is based on Dec 2008 prices and will be subject to change with variation in fuel and labour costs.

The further on cost for Pink Slip inspection (RTA requirement) then has to be added. The reluctance of some brigades to deliver their tanker for inspection also compounds the issue with staff, who then have to leave their duties to ensure that we comply with the legal requirement for the inspection.

Other organisations have been contacted in the local area, but have declined to submit a quote due to current work loads within their own area.

All B&C or Repairs and Maintenance expenditure is administered by our Councils and the base of \$247,200 for the North West Zone is considered to be sufficient. \$40,140 for Bogan Rural Fire District is considered to meet only the basic needs of the District and as more Tankers and Tanker Trailer units come on line for servicing this figure will prove to be inadequate.

All figures are based on the 2008/2009 Budget currently in operation and have been used with the standard 3.5% indexation per year for the duration of the 10 year budget.

An additional adjustment was made in 2009/2010 for the costs of maintaining the Fire Control Centre.

### Staff Costs.

North West Zone & Bogan District has the following current staff members:

Zone Manager	Anthony Place
Operations Officer	TBA
Community Safety Officer	John Kennedy
Learning & Development Officer	John Lewis
Administration Officer	Georgina Primmer
State Resources working from Zone	Nil

A review of staffing was undertaken for the North West Zone & Bogan District and submitted to all North West Zone & Bogan District Councils SLA members for comment in Aug 2008, to relate staff levels to the current Zone workload.

All Council SLA members agreed to the inclusion of funding in the 09/10 Estimates for an additional staff member to be employed.

This option was removed at RFS Region West level due to budget limitations and will be included in the 10/11 estimates, for future considerations.

## Appendix L Infrastructure Plan

### Aviation Infrastructure.

- Federal contracted aircraft are based at Orange.
- State contracted aircraft are based at Cowra.
- Bulk water tank facilities are planned at Coonamble, Walgett, Warren and Nyngan airstrips with the use of grant funding.

Location	Facilities	Current	Planned
Coonamble	187,000 litre tank	No	Yes
	Loading Equipment	Yes (State resource)	No
	Mixing Equipment	Contractor (State resource)	No
	Aviation Trailer	No	Yes
Walgett	187,000 litre tank	No	Yes
	Loading Equipment	Yes (State resource)	No
	Mixing Equipment	Contractor (State resource)	No
	Aviation Trailer	No	Yes
Warren	187,000 litre tank	No	Yes
	Loading Equipment	Yes (State resource)	No
	Mixing Equipment	Contractor (State resource)	No
	Aviation Trailer	No	Yes
Nyngan	187,000 litre tank	No	Yes
	Loading Equipment	Yes (State resource)	No
	Mixing Equipment	Contractor (State resource)	No
	Aviation Trailer	No	Yes

**Proposed Aviation Trailer**



**Training Infrastructure.**

The following training infrastructure is planned for the North West Zone & Bogan District

- The FCC will be a base for training in the Bush Fire Skills and Incident Management and Incident Control Systems.
- A "Smoke House" for village training is proposed for the Zone, funding will be sort through Region West L&D Training budget OR grant funding options.
- Catering trailer for training courses in remote areas. This item will also be used for operations and brigade meetings. Funding will be sort through grant funding options or proposed for the 20010/2011 budget.
- Additional two (2) Zone training trailers to allow for the conduct of multipal training courses to be conducted. These trailers would be a Zone asset and managed by the North West Zone & Bogan District Learning and Development (L&D) Officer. Trailers to be funded through grant funding options when available, stores and fitout to be funded through the North West Zone & Bogan District Training Budget commencing 2010/2011 financial year.
- Modulised "Pod" for Cat 8 truck to allow use for Training/ComEd/PPE/stores delivery. This concept to be developed by the L&D Officer and planned for the 2012/2013 budget.
- Joint Training/Operations vehicle to replace current Cat 8 stores truck. This vehicle will be based on the Pan Tech concept. This vehicle will be used in the following areas
  - Training
  - ComEd
  - PPE
  - Stores delivery
  - Operational deployment support vehicle

Funding for this proposal would be considered in the 2013/2014 vehicle replacement programme.

**Vehicles for Volunteers, Group Officers and Communications.**

**Group Vehicles**

Five Group Officer and volunteer vehicles are proposed across the Zone.

Four vehicles currently exist but three will be upgraded as trading takes place.

Another vehicle is planned for Bogan District but is currently not supported by the Bogan Council.

**Zone Communications Bus**

The Zone Communications bus is budgeted for replacement in 2014/2015. An assessment of the need to maintain this capability will be undertaken prior to the replacement year to determine if the asset is viable to maintain and/or replace or dispose of.

**Community Education Training Unit**

With the increased demand for community education (to the general public and the schools programmes) it is proposed for the Zone to become self sufficient by purchasing and fitting out a ComEd Vehicle. This project is under review by the North West Zone & Bogan District Community Safety officer, who will consider the following

- Type of vehicle required
- Type of fit out
- New vs Second hand
- Stand alone or joint venture with an adjoining Team/Zone

The proposed time frame for the purchase of the unit is financial year 2011/2012

## Appendix M Reporting

### Local North West Zone & Bogan District Reporting.

The North West Zone & Bogan District reports quarterly to our Liaison Committee's on the electronic Service Delivery Model. This is the basis of the North West Zone & Bogan District Business Plan.

Our constituent Councils are represented on the Liaison Committee by the General Managers representative and by elected Councillors.

An Annual Report will be provided to our Councils at the end of each financial year.

### RFS Reporting.

North West Zone & Bogan District reports quarterly to the RFS through the eSDM. Staff performance is monitored by the PMPRS process that is attached to the eSDM.

An Annual Report is collated by Region West and presented to the Zone for distribution to our Councils.

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## Appendix J Communications Plan

### Capital Expenditure.

The North West Zone & Bogan District radio communications network has fourteen repeaters in the system and the infrastructure ranges 2 to 15 years of age. Spare parts are no longer available for the older sites.

It is necessary to budget for the replacement of two (2) repeater units per year in our plan to replace the aging infrastructure at a cost of \$15,000.00 per unit, a further cost of \$10,000.00 for annual audit and maintenance of the repeater system also needs to be allocated. A total budget cost of \$40,000.00 per year for the PMR communication system is required with an increase of 3.5% per annum to allow for CPI increase.

There are still significant "Black Spots" within the Zone area that will require further testing and consideration of the addition of further repeater sites. Number of sites would be possibly 2 at a cost of \$100,000.00 per site, with one site per year over the 11/12 and 12/13 financial years.

Alternate communication would be by Sat Phone. The Zone currently only have one (1) Sat Phone in service. To meet the Zone needs it is proposed to purchase 2 additional Sat Phone in the 10/11 budget and a further Sat Phone each year after that until a total of four (4) are in service. Cost per unit is \$2000.00 (opportunity to use Govt subsidy of \$800.00) based on Feb 09 prices Cost per Rental Plan \$360.00 per year per phone

### Motorola Replacement Program.

The State Government is funding the replacement of Motorola radios during 2009. The current equipment is over 14 years of age and is beyond its economic life. Replacement parts are no longer available and the radios are starting to fail on a more regular basis.

This program is fully funded by the Government and is not included in the North West Zone & Bogan District budget.

## Appendix K Recurrent Expenditure Plan

### Repairs and Maintenance.

Preventative repairs and maintenance of the RFS "Red Fleet" (operational vehicles), tankers and support vehicles has become a major issue.

The current servicing plan is conducted as listed below,

1. Coonamble – currently all servicing and repair is carried out by contractor
2. Walgett - currently all servicing and repair is carried out by contractor
3. Warren - currently all servicing and repair is carried out by Warren Council staff
4. Bogan - currently all servicing and repair is carried out by Bogan Council staff

In 2008 the "mobile mechanic" contracted for the Coonamble and Walgett areas advised that he would no longer be available.

Availability of service providers (including pink slip inspection) is becoming a major issue, current quotes for mobile mechanics are listed below:

1. Gilgandra Truck and Engine Repairs.  
Matthew Thurlow.  
Ph Mob: 0428183406  
Fax: 02, 68472195  
Hourly Rate: \$66.00  
Business hours = \$66.00 per hour  
After hours: = \$88.00  
Travel rate: = \$1.10 per klm  
Callout fee; = \$165.00
2. Camels Truck repairs Gilgandra  
John Purvis.  
Ph. 68470742  
Ph Mob: 0428470742  
Fax: 68470748  
Hourly Rate; \$65.00  
After hours: \$75.00  
Callout fee: \$150.00  
Travel rate: \$1.25 per Klm
3. John Smythe Coonamble.  
Ph Mob: 0428121387  
Fax: 68221711  
Hourly rate; \$ 65.00  
After Hours: \$ 65.00  
Callout Fee: \$ Nil  
Travel rate: \$ .80 cents per km Plus \$65.00 per hour
4. Duncan & Duncan Walgett  
Ph : 02 6828 1197  
Fax: 02 6828 2070  
Hourly rate; \$ 80.00  
Travel rate: \$ 2.00 per km

WALGETT SHIRE COUNCIL AGENDA

North West Zone 10 Year Strategic Finance Plan

	1	2	3	4	5	6	7	8	9	10
	2009/2010	2010/2011	2011/2012	2012/2013	2013/2014	2014/2015	2015/2016	2016/2017	2017/2018	2018/2019
<b>Recurrent</b>										
Repairs & Maintenance	\$9,900	\$10,246.50	\$10,605.13	\$10,976.31	\$11,360.48	\$11,756.09	\$12,169.63	\$12,585.56	\$13,036.41	\$13,492.68
Vehicles	\$80,000	\$88,800.00	\$97,908.00	\$101,334.78	\$104,861.50	\$108,552.35	\$112,351.88	\$116,283.99	\$120,353.93	\$124,566.32
Pumps	\$1,000	\$1,035.00	\$1,071.23	\$1,108.72	\$1,147.52	\$1,187.69	\$1,229.26	\$1,272.28	\$1,316.81	\$1,362.90
Radios	\$5,500	\$5,662.50	\$5,891.74	\$6,097.95	\$6,311.38	\$6,532.27	\$6,760.90	\$6,997.54	\$7,242.45	\$7,495.94
Petrol/Oil	\$38,500	\$39,847.50	\$41,242.16	\$42,685.94	\$44,179.64	\$45,725.92	\$47,326.33	\$48,982.75	\$50,697.15	\$52,471.95
Annual Repeater Audit	\$10,000	\$10,350.00	\$10,712.25	\$11,087.18	\$11,475.23	\$11,876.86	\$12,292.55	\$12,722.79	\$13,168.09	\$13,628.97
Cat2 Work Area Conversions	\$20,000	\$20,700.00	\$21,424.50	\$22,169.25	\$22,934.25	\$23,719.50	\$24,525.00	\$25,350.75	\$26,196.75	\$27,063.00
Grassland Spray Conversions	\$10,000	\$10,350.00	\$10,712.25	\$11,087.18	\$11,475.23	\$11,876.86	\$12,292.55	\$12,722.79	\$13,168.09	\$13,628.97
Insurance Vehicle	\$15,000	\$15,525.00	\$16,068.38	\$16,630.77	\$17,212.85	\$17,815.29	\$18,438.83	\$19,084.19	\$19,752.14	\$20,443.46
Insurance Stations	\$5,000	\$5,175.00	\$5,356.13	\$5,543.59	\$5,737.62	\$5,938.43	\$6,146.28	\$6,361.40	\$6,584.05	\$6,814.49
Fire Control Centre	\$25,000	\$25,000.00	\$25,875.00	\$26,780.63	\$27,717.95	\$28,688.08	\$29,692.16	\$30,731.38	\$31,806.98	\$32,920.23
Telephone Rental	\$10,000	\$10,000.00	\$10,071.00	\$11,354.99	\$11,752.41	\$12,163.74	\$12,589.47	\$13,030.11	\$13,486.10	\$13,958.18
Telephone Calls	\$0	\$1,800.00	\$1,863.00	\$1,928.21	\$1,995.69	\$2,065.54	\$2,137.84	\$2,212.66	\$2,290.10	\$2,370.26
Cleaning	\$0	\$1,800.00	\$1,863.00	\$1,928.21	\$1,995.69	\$2,065.54	\$2,137.84	\$2,212.66	\$2,290.10	\$2,370.26
Security	\$0	\$1,800.00	\$1,863.00	\$1,928.21	\$1,995.69	\$2,065.54	\$2,137.84	\$2,212.66	\$2,290.10	\$2,370.26
Maintenance	\$0	\$1,100.00	\$1,138.50	\$1,178.35	\$1,219.59	\$1,262.28	\$1,306.45	\$1,352.18	\$1,399.51	\$1,448.49
Copier Metre/Service	\$0	\$3,000.00	\$2,070.00	\$2,142.45	\$2,217.44	\$2,295.05	\$2,375.37	\$2,458.51	\$2,544.58	\$2,633.82
Printing / Stationery	\$0	\$3,000.00	\$3,728.00	\$3,856.41	\$3,991.38	\$4,131.08	\$4,275.67	\$4,425.32	\$4,580.21	\$4,740.51
Postage	\$0	\$4,000.00	\$4,140.00	\$4,284.90	\$4,434.90	\$4,590.09	\$4,750.75	\$4,917.02	\$5,089.12	\$5,267.24
Freight	\$2,000	\$2,070.00	\$2,142.45	\$2,217.44	\$2,295.05	\$2,375.37	\$2,458.51	\$2,544.58	\$2,633.82	\$2,725.79
ERS Alert Lines	\$2,700	\$2,794.50	\$2,892.31	\$2,993.54	\$3,098.31	\$3,206.75	\$3,318.99	\$3,435.15	\$3,555.38	\$3,679.82
Community Education	\$2,000	\$2,070.00	\$2,142.45	\$2,217.44	\$2,295.05	\$2,375.37	\$2,458.51	\$2,544.58	\$2,633.82	\$2,725.79
Training	\$10,000	\$10,350.00	\$10,712.25	\$11,087.18	\$11,475.23	\$11,876.86	\$12,292.55	\$12,722.79	\$13,168.09	\$13,628.97
<b>TOTAL B&amp;C</b>	<b>\$247,200</b>	<b>\$274,906</b>	<b>\$290,528</b>	<b>\$287,435</b>	<b>\$276,795</b>	<b>\$286,483</b>	<b>\$296,510</b>	<b>\$306,887</b>	<b>\$317,628</b>	<b>\$328,745</b>
Spare	\$0	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Staff &amp; Zone Costs</b>										
Salaries	\$384,519	\$397,977.17	\$411,906.37	\$426,323.09	\$441,244.40	\$456,667.95	\$472,672.03	\$489,215.55	\$506,338.09	\$524,059.83
Staff Opportunities	\$24,000	\$24,840.00	\$25,709.40	\$26,609.23	\$27,540.55	\$28,504.47	\$29,502.13	\$30,534.70	\$31,603.42	\$32,709.54
Travel	\$12,000	\$12,420.00	\$12,854.70	\$13,304.61	\$13,770.28	\$14,252.24	\$14,751.06	\$15,267.35	\$15,801.71	\$16,354.77
General Equipment	\$5,000	\$5,175.00	\$5,356.13	\$5,543.59	\$5,737.62	\$5,938.43	\$6,146.28	\$6,361.40	\$6,584.05	\$6,814.49
Computers	\$12,000	\$12,420.00	\$12,854.70	\$13,304.61	\$13,770.28	\$14,252.24	\$14,751.06	\$15,267.35	\$15,801.71	\$16,354.77
Comms Platform	\$4,997	\$4,861.00	\$5,031.14	\$5,207.22	\$5,389.48	\$5,578.11	\$5,773.34	\$5,975.41	\$6,184.55	\$6,401.01
Vehicle Changeover	\$54,000	\$55,890.00	\$57,845.15	\$59,870.77	\$61,966.24	\$64,135.05	\$66,379.79	\$68,703.08	\$71,107.69	\$73,596.45
Vehicle Maintenance	\$50,000	\$51,750.00	\$53,561.25	\$55,435.89	\$57,376.15	\$59,384.32	\$61,462.77	\$63,613.96	\$65,840.45	\$68,144.67
GIS Services	\$15,850	\$16,404.75	\$16,978.92	\$17,573.18	\$18,188.24	\$18,824.83	\$19,483.70	\$20,165.63	\$20,871.42	\$21,601.82
Volunteer Intranet	\$8,826	\$9,138.02	\$9,457.85	\$9,788.87	\$10,131.48	\$10,486.08	\$10,853.10	\$11,232.95	\$11,626.11	\$12,033.02
<b>RECURRENT</b>	<b>\$818,095</b>	<b>\$865,782</b>	<b>\$902,084</b>	<b>\$900,396</b>	<b>\$931,910</b>	<b>\$964,526</b>	<b>\$998,285</b>	<b>\$1,033,225</b>	<b>\$1,069,388</b>	<b>\$1,106,816</b>
Hazard Reduction	\$15,000	\$15,525.00	\$16,068.00	\$16,630.00	\$17,212.00	\$17,814.00	\$18,437.00	\$19,082.00	\$19,750.00	\$20,441.00

WALGETT SHIRE COUNCIL AGENDA

North West Zone 10 Year Strategic Plan

13.3% Reimbursement	\$37,566	3.50%	\$40,000.00	\$41,400.00	\$42,849.00	\$44,349.00	\$45,901.00	\$47,508.00	\$49,171.00	\$50,892.00	\$52,673.00
<b>TOTAL REIMBURSEMENTS</b>	<b>\$52,500</b>		<b>\$57,468</b>	<b>\$63,715</b>	<b>\$69,479</b>	<b>\$75,945</b>	<b>\$83,141</b>	<b>\$90,253</b>	<b>\$97,294</b>	<b>\$104,272</b>	<b>\$111,199</b>
<b>TOTAL RECURRENT</b>	<b>\$870,595</b>		<b>\$959,552</b>	<b>\$1,053,471</b>	<b>\$1,153,876</b>	<b>\$1,260,821</b>	<b>\$1,375,417</b>	<b>\$1,496,764</b>	<b>\$1,624,911</b>	<b>\$1,759,869</b>	<b>\$1,902,542</b>
<b>Capital</b>											
Tankers New	\$233,574	3.50%	\$241,749.09	\$250,210.31	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Cat 1 Village	\$0	3.50%	\$0.00	\$0.00	\$252,711.00	\$261,555.89	\$270,710.34	\$280,185.20	\$289,991.69	\$300,141.39	\$310,646.34
Spare	\$0	3.50%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Tankers Secondhand	\$352,800	3.50%	\$264,600.00	\$186,964.09	\$293,387.00	\$303,634.85	\$314,282.06	\$325,261.24	\$336,645.38	\$348,427.97	\$360,622.95
0 Cat 7	\$0	3.50%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1 Replacement / yr	\$42,000	3.50%	\$43,000.00	\$44,505.00	\$46,062.68	\$47,674.87	\$49,343.49	\$51,068.00	\$52,849.00	\$54,686.00	\$56,578.00
Communications	\$0	3.50%	\$30,000.00	\$131,050.00	\$135,636.75	\$33,261.00	\$34,425.14	\$35,630.01	\$36,877.07	\$38,167.76	\$39,503.63
Water Tanks/Sat Phone	\$20,000	3.50%	\$4,000.00	\$4,140.00	\$2,160.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Stations New	\$35,000	3.50%	\$70,000.00	\$70,000.00	\$70,000.00	\$70,000.00	\$70,000.00	\$70,000.00	\$70,000.00	\$70,000.00	\$70,000.00
Station Development	\$65,000	3.50%	\$40,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Firezone Replacement	\$0	3.50%	\$10,070.00	\$10,422.45	\$10,787.24	\$11,164.79	\$11,555.56	\$11,960.00	\$12,378.60	\$12,811.85	\$13,260.27
Repeater Site Rental	\$15,000	3.50%	\$15,525.00	\$16,068.00	\$16,630.00	\$17,212.05	\$17,814.47	\$18,437.98	\$19,083.31	\$19,751.22	\$20,442.52
ComEd Training Unit	\$0	3.50%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Communications Bus	\$0	3.50%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$127,000	3.50%	\$131,445.00	\$136,045.58	\$140,807.17	\$145,735.42	\$150,836.16	\$156,115.43	\$161,579.47	\$167,234.75	\$173,087.96
PPE	\$55,000	3.50%	\$56,925.00	\$58,917.38	\$60,979.48	\$63,113.77	\$65,322.75	\$67,609.04	\$69,975.36	\$72,424.50	\$74,969.35
<b>TOTAL CAPITAL</b>	<b>\$945,374</b>		<b>\$907,314</b>	<b>\$1,004,323</b>	<b>\$1,029,131</b>	<b>\$653,353</b>	<b>\$1,224,270</b>	<b>\$965,199</b>	<b>\$996,531</b>	<b>\$1,028,959</b>	<b>\$1,062,523</b>
<b>Percentage Capital</b>	<b>52</b>		<b>50</b>	<b>51</b>	<b>52</b>	<b>49</b>	<b>54</b>	<b>48</b>	<b>47</b>	<b>47</b>	<b>47</b>
<b>Percentage Recurrent</b>	<b>48</b>		<b>50</b>	<b>49</b>	<b>48</b>	<b>51</b>	<b>46</b>	<b>52</b>	<b>53</b>	<b>53</b>	<b>53</b>
<b>TOTAL</b>	<b>\$1,815,969</b>		<b>\$1,828,621</b>	<b>\$1,963,875</b>	<b>\$1,989,006</b>	<b>\$1,946,823</b>	<b>\$2,252,511</b>	<b>\$2,029,429</b>	<b>\$2,098,009</b>	<b>\$2,168,909</b>	<b>\$2,242,453</b>
Program Charges	\$646,011		\$668,021	\$692,023	\$716,244	\$741,313	\$767,259	\$794,113	\$821,907	\$850,674	\$880,448
Total	\$2,461,680		\$2,497,242	\$2,655,898	\$2,705,250	\$2,688,136	\$3,019,770	\$2,823,542	\$2,919,916	\$3,019,663	\$3,122,901
Gross 11.7%	\$288,052		\$292,177	\$310,740	\$316,514	\$314,512	\$353,313	\$330,354	\$341,630	\$353,301	\$365,379
Less 11.7% Reimbursement	\$95,959		\$96,229	\$103,967	\$106,734	\$106,734	\$123,769	\$123,769	\$123,769	\$123,769	\$123,769
Net 11.7%	\$222,468		\$223,949	\$239,773	\$239,773	\$239,773	\$239,773	\$239,773	\$239,773	\$239,773	\$239,773
Net to Councils	\$285,303		\$223,949	\$239,773	\$242,714	\$237,778	\$273,544	\$247,443	\$255,467	\$263,772	\$272,367
Coonamble 24%	\$68,472.72		\$53,747.76	\$57,545.52	\$58,251.36	\$57,066.72	\$65,650.56	\$59,386.32	\$61,312.08	\$63,305.28	\$65,368.08
Walgett 51%	\$145,504.53		\$114,213.68	\$122,284.23	\$123,784.14	\$121,260.78	\$139,507.44	\$126,195.93	\$130,266.17	\$134,523.72	\$139,907.17
Warren 25%	\$71,325.75		\$55,987.25	\$59,943.25	\$60,678.50	\$59,444.50	\$68,396.00	\$61,860.75	\$63,866.75	\$65,943.00	\$68,091.75
Total	\$285,303.00		\$223,949.00	\$239,773.00	\$242,714.00	\$237,778.00	\$273,544.00	\$247,443.00	\$255,467.00	\$263,772.00	\$272,367.00
NOTE: These are a projected estimates cost only for planning purposes. Actual costs can be adjusted on an annual basis as part of the estimates process.											

WALGETT SHIRE COUNCIL AGENDA

Bogan District 10 Year Strategic Finance Plan

	2009/2010	1	2	3	4	5	6	7	8	9	10
<b>Recurrent</b>											
Repairs & Maintenance	\$4,820	3.50%	\$4,781.70	\$4,549.06	\$5,122.28	\$5,301.56	\$5,487.11	\$5,679.16	\$5,877.93	\$6,083.66	\$6,296.59
Vehicles	\$12,126	3.50%	\$24,126.00	\$24,970.41	\$25,844.37	\$26,748.93	\$27,685.14	\$28,654.12	\$29,657.01	\$30,695.01	\$31,769.33
Pumps	\$1,000	3.50%	\$1,035.00	\$1,071.23	\$1,108.72	\$1,147.52	\$1,187.69	\$1,229.26	\$1,272.28	\$1,316.81	\$1,362.90
Radios	\$5,000	3.50%	\$5,175.00	\$5,366.13	\$5,543.99	\$5,737.82	\$5,939.43	\$6,148.28	\$6,364.40	\$6,588.05	\$6,818.49
Patrol/Off	\$7,370	3.50%	\$12,000.00	\$12,420.00	\$12,854.70	\$13,304.81	\$13,770.26	\$14,252.24	\$14,751.06	\$15,267.35	\$15,801.71
Other	\$0	3.50%	\$2,500.00	\$2,587.50	\$2,678.06	\$2,771.79	\$2,869.81	\$2,969.22	\$3,073.14	\$3,180.70	\$3,292.02
Cap? Work Area Conversions	\$0	3.50%	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grassland Spray Conversions	\$3,000	3.50%	\$3,105.00	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Insurance Vehicle	\$2,500	3.50%	\$2,587.50	\$2,678.06	\$2,771.79	\$2,869.81	\$2,969.22	\$3,073.14	\$3,180.70	\$3,292.02	\$3,407.24
Insurance Stations	\$0	3.50%	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Telephone Rental	\$1,500	3.50%	\$1,553.00	\$1,607.36	\$1,663.61	\$1,721.84	\$1,782.10	\$1,844.48	\$1,909.03	\$1,975.85	\$2,045.00
Telephone Calls	\$1,000	3.50%	\$1,035.00	\$1,071.23	\$1,108.72	\$1,147.52	\$1,187.69	\$1,229.26	\$1,272.28	\$1,316.81	\$1,362.90
Cleaning	\$0	3.50%	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Security	\$0	3.50%	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Maintenance	\$0	3.50%	\$500.00	\$517.50	\$535.81	\$554.36	\$573.76	\$593.94	\$614.63	\$636.14	\$658.40
Copier Merit/Service	\$0	3.50%	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Printing / Stationery	\$0	3.50%	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Postage	\$0	3.50%	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Postage	\$750	3.50%	\$776.25	\$803.42	\$831.54	\$860.64	\$890.75	\$921.84	\$954.21	\$987.61	\$1,022.17
Freight	\$900	3.50%	\$931.50	\$964.10	\$997.85	\$1,032.77	\$1,068.92	\$1,106.33	\$1,145.05	\$1,185.13	\$1,226.61
ERS Alert Lines	\$1,000	3.50%	\$1,035.00	\$1,071.23	\$1,108.72	\$1,147.52	\$1,187.69	\$1,229.26	\$1,272.28	\$1,316.81	\$1,362.90
Community Education	\$1,500	3.50%	\$1,552.50	\$1,606.84	\$1,663.08	\$1,721.28	\$1,781.53	\$1,843.88	\$1,908.42	\$1,975.21	\$2,044.35
Training	\$42,266		\$42,893	\$43,674	\$44,511	\$45,407	\$46,363	\$47,379	\$48,456	\$49,594	\$50,794
<b>TOTAL B&amp;C</b>			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Spare	\$0	3.50%	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Staff &amp; Zone Costs</b>											
Salaries	\$128,173	3.50%	\$132,859.08	\$137,302.12	\$142,107.70	\$147,081.47	\$152,229.32	\$157,557.34	\$163,071.85	\$168,779.36	\$174,686.64
Staff Opportunities	\$8,000	3.50%	\$8,280.00	\$8,568.00	\$8,864.00	\$9,168.00	\$9,479.00	\$9,796.00	\$10,119.00	\$10,449.00	\$10,785.00
Travel	\$0	3.50%	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
General Equipment	\$0	3.50%	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Computers	\$0	3.50%	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Comms Platform	\$0	3.50%	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Vehicle Chaiseover	\$0	3.50%	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Vehicle Maintenance	\$0	3.50%	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
GIS Services	\$0	3.50%	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Volunteer Intranet	\$2,822	3.50%	\$2,920.77	\$3,023.00	\$3,128.80	\$3,238.31	\$3,351.65	\$3,468.96	\$3,590.37	\$3,716.04	\$3,846.10
<b>RECURRENT</b>	\$161,261		\$206,553	\$201,999	\$209,059	\$216,387	\$223,060	\$231,799	\$239,912	\$248,309	\$256,899
Hazard Reduction	\$15,000	3.50%	\$15,525.00	\$16,068.00	\$16,630.00	\$17,212.00	\$17,814.00	\$18,437.00	\$19,082.00	\$19,750.00	\$20,441.00

WALGETT SHIRE COUNCIL AGENDA

Bogan District 10 Year Strategic Finance Plan

11.7% Reimbursement	\$10,801	3.50%	\$11,179.00	\$11,570.00	\$11,975.00	\$12,394.00	\$12,826.00	\$13,277.00	\$13,742.00	\$14,223.00	\$14,721.00
<b>TOTAL REIMBURSEMENTS</b>	<b>\$26,401</b>		<b>\$26,704</b>	<b>\$27,638</b>	<b>\$28,606</b>	<b>\$29,606</b>	<b>\$30,642</b>	<b>\$31,714</b>	<b>\$32,824</b>	<b>\$33,973</b>	<b>\$35,162</b>
<b>TOTAL RECURRENT</b>	<b>\$207,062</b>		<b>\$223,257</b>	<b>\$229,637</b>	<b>\$245,993</b>	<b>\$254,802</b>	<b>\$263,282</b>	<b>\$272,736</b>	<b>\$282,282</b>	<b>\$292,161</b>	<b>\$302,161</b>
<b>Capital</b>											
Tankers New	\$0	3.50%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Call 1	\$0	3.50%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Spare	\$0	3.50%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Spare	\$0	3.50%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Spare	\$0	3.50%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Tankers Secondhand	\$79,537	3.50%	\$86,200.00	\$94,462.00	\$97,768.67	\$101,211.48	\$104,753.68	\$108,420.27	\$112,214.98	\$116,142.50	\$120,161.00
1 Cat 7'	\$0	3.50%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Replacement / yr	\$0	3.50%	\$20,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Communications											
Water Tank/Bar Phone	\$0	3.50%	\$15,000.00	\$0.00	\$15,525.00	\$0.00	\$16,068.00	\$0.00	\$16,630.00	\$0.00	\$17,212.00
Stations New	\$10,000	3.50%	\$2,150.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Station Development	\$0	3.50%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Firezone Replacement	\$0	3.50%	\$3,209.00	\$3,321.32	\$3,437.56	\$3,557.88	\$3,682.40	\$3,811.29	\$3,944.68	\$4,082.74	\$4,225.64
Repeater Site Rental	\$4,389	3.50%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Spare	\$0	3.50%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Communications Bus	\$0	3.50%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Equipment											
General Equipment	\$44,500	3.50%	\$46,057.50	\$47,699.51	\$49,337.95	\$51,064.77	\$52,882.04	\$54,701.86	\$56,616.43	\$58,598.00	\$60,648.93
PPE	\$20,000	3.50%	\$20,700.00	\$21,424.50	\$22,174.36	\$22,940.46	\$23,753.73	\$24,585.11	\$25,445.60	\$26,338.18	\$27,257.95
<b>TOTAL CAPITAL</b>	<b>\$158,428</b>		<b>\$195,317</b>	<b>\$183,702</b>	<b>\$184,967</b>	<b>\$175,362</b>	<b>\$437,568</b>	<b>\$187,852</b>	<b>\$211,057</b>	<b>\$201,232</b>	<b>\$225,487</b>
Percentage Capital	43		46	42	44	42	63	44	44	42	44
Percentage Recurrent	57		54	58	56	58	37	56	56	58	56
<b>TOTAL</b>	<b>\$366,888</b>		<b>\$428,674</b>	<b>\$393,339</b>	<b>\$422,631</b>	<b>\$421,366</b>	<b>\$892,170</b>	<b>\$461,366</b>	<b>\$483,793</b>	<b>\$483,513</b>	<b>\$517,648</b>
Program Changes											
Total	\$47,936		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Gross 11.7%	\$413,424		\$428,574	\$393,339	\$422,631	\$421,355	\$892,170	\$451,365	\$483,793	\$483,513	\$517,648
Less 11.7% Reimbursement	\$48,371		\$57,000	\$52,314	\$56,210	\$56,040	\$52,059	\$60,032	\$64,344	\$64,307	\$68,847
Net 11.7%	\$16,001		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Net to Council	\$37,570		\$57,000	\$52,314	\$56,210	\$56,040	\$52,059	\$60,032	\$64,344	\$64,307	\$68,847
Net to Council	\$37,570		\$57,000	\$52,314	\$56,210	\$56,040	\$52,059	\$60,032	\$64,344	\$64,307	\$68,847
Bogan	\$36,830.00		\$55,453.00	\$12,032.28	\$12,828.28	\$12,889.24	\$21,173.47	\$13,807.25	\$14,790.22	\$14,790.22	\$15,834.88
Spare	\$0.00		\$0.00	\$18,833.09	\$20,235.57	\$20,174.46	\$33,141.09	\$21,811.35	\$23,163.69	\$23,150.62	\$24,765.00
Spare	\$0.00		\$0.00	\$12,032.28	\$12,828.28	\$12,889.24	\$21,173.47	\$13,807.25	\$14,790.22	\$14,790.22	\$15,834.88
Spare	\$0.00		\$0.00	\$9,639.69	\$10,679.86	\$10,647.53	\$17,481.13	\$11,406.98	\$12,225.44	\$12,218.38	\$13,080.07
Council Budget 11.7%											
Bogan	\$37,570.00	3.50%	\$36,419	\$36,393.67	\$36,437.44	\$36,552.75	\$36,742.10	\$37,000.07	\$37,353.36	\$37,700.72	\$38,053.05
Spare	\$0.00	3.50%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Spare	\$0.00	3.50%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Spare	\$0.00	3.50%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL CONTRIBUTION	\$37,570.00		\$59,419.00	\$59,393.67	\$60,437.44	\$60,552.75	\$61,742.10	\$63,000.07	\$64,353.36	\$65,700.72	\$67,053.05
Difference	\$0.36		-\$361.31	\$6,079.51	\$4,227.52	\$6,512.60	-\$27,316.47	\$6,970.55	\$7,473.43	\$7,978.34	\$8,483.22

## **28. PROCEDURES - HIRE OF GRANDSTAND TRAILER**

**REPORTING SECTION:** Rural Infrastructure & Support Services  
**AUTHOR:** Ian Taylor - Director Rural Infrastructure & Support Services  
**FILE NUMBER:** 09/1142

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### **Summary:**

At Council's October Ordinary Meeting, councillors requested amended procedures permitting the hire of the Grandstand Trailer without delivery to site by Council staff. This report provides Council with such amended procedures.

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

Councillors have requested that the Grandstand Trailer be made available without the need for Council staff to deliver it to site. Previously no plant and equipment was hired without Council employees as the operator for occupational health and safety reason and to ensure that the plant was covered by Council's insurances.

Provision has now been made for this to occur, subject to conditions which are designed to ensure that:

- 1) Council's liabilities as supplier of a piece of equipment (chain of responsibility) will be met; and
- 2) The vehicle will be insured at all times for loss and third party property damage, minimising the likelihood that Council will incur loss resulting from the actions of the hirer.

It should be noted that Council's motor vehicle insurances do not cover trailers when they are being towed by a third party.

### **Relevant Reference Documents:**

Procedure AFM - Quoting Council Plant & Vehicle Hire, November 2009  
Procedure AFM - Conditions for Hire of Council Plant & Vehicles Without Operators, November 2009

### **Stakeholders:**

Walgett Shire Council  
Community Groups and Events using the Grandstand Trailer.

### **Financial Implications:**

Nil if insurance clauses are maintained.

**Procedures – Hire of Grandstand Trailer**

**Recommendation:**

- 1. That Council note the new and amended Procedures: AFM - Quoting Council Plant & Vehicle Hire, November 2009; and AFM - Conditions for Hire of Council Plant & Vehicles Without Operators.**



## AFM – QUOTING COUNCIL PLANT AND VEHICLE HIRE

Approval Date:

Review Date: August 2011

Responsible Officer: Director Rural Infrastructure and Support Services

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### Objective

Walgett Shire Council will ensure that quotations for the hire of council plant, vehicles and equipment are done in an accurate and transparent manner.

### Council Policy Reference

AFM – Purchasing Policy

### Statutory Requirements

[Local Government Act 1993](#)

[Local Government \(General\) Regulation 2005](#)

[Local Government Code of Accounting Practice and Financial Reporting](#)

### Related Policy/Procedure

AFM – Financial Management and Control

AFM – Hire for Council Plant and Vehicles Without Operators

**Quoting Council Plant and Vehicle Hire**

**Quotations for Hire**

The following procedure will apply for providing quotations for the hire of council plant, vehicles and equipment:

- a) Plant quotations must be in accordance with the current council Management Plan (Fees and Charges).
- b) Availability of most plant is limited and council reserves the right to deny the availability of any plant not in serviceable condition or where making the plant available would potentially interrupt delivery of council's core services.
- c) All plant (including vehicles and other equipment) must be hired with a council employee as operator unless listed in Appendix A. Only plant listed in Appendix A may be hired in accordance with WSC Procedure AFM – Conditions for Hire of Council Plant and Vehicles Without Operators.
- d) Council *may* have adopted rates in its current Management Plan for specific conditions, such as grader hire to ratepayers during normal working hour associated with adjacent works in progress – these over-ride this procedure.
- e) Initial or general enquiries about plant hire should be directed to the Support Services Coordinator, who will confirm plant availability and liaise with the relevant technical or other officer to which particular plant items are normally allocated.
- f) Plant Hire Quotations may be made by any of the following positions:
  - Director Rural Infrastructure and Support Services
  - Director Urban Infrastructure Services
  - Roads Engineer
  - Urban Utilities Engineer
  - Urban Services Coordinator
  - Technical Officer - Highways
  - Technical Officer – Road Maintenance
- g) The quoted rate(s) shall comprise the sum of the following items (1) + (2) + (3) + (4):
  - 1) **The (internal) plant hire rate found in Authority** – this is found in the Engineering – Plant module and is maintained by the Support Services Coordinator. They are reviewed on an as-required basis and may change over the course of a financial year. The rate covers the operating, maintenance and replacement cost of the plant item.
  - 2) **Council employee rate(s) from Payroll** – Select the actual staff that will be operating the plant and determine whether they will be working normal or overtime etc. The rate must cover the employee wages, leave entitlements, other allowances and council's payroll function. This is derived from the pay rate in Authority plus the

## WALGETT SHIRE COUNCIL AGENDA

### WSC Procedure AFM – Quoting Council Plant and Vehicle Hire

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labour overhead. See AFM – Cost Margins & Overheads on Council Works and Services. Where an employee is hiring the equipment *and* they are a competent and licensed operator of the plant, they are not charged for their own time.

- 3) **Administration charge** – this is the currently adopted rate to cover council's administrative overheads (management, finance, etc) It is applied to (1) + (2). See AFM – Cost Margins & Overheads on Council Works and Services.
  - 4) **Profit margin** - If Council submits an offer to provide commercial hire (hire where similar plant / vehicles are available in the region), it should, as a minimum, comply with the principle of Competitive Neutrality under the National Competition Policy. This involves making an allowance for the payment of all taxes or tax equivalent payments that a private firm would pay, such as payroll tax and stamp duty. See AFM – Cost Margins & Overheads on Council Works and Services.
- h) **Rates only to be provided** – Council does not provide lump sum quotations unless it is approved by the General Manager or Director Rural Infrastructure and Support Services. The hirer shall be charged the actual cost based on the above rates.

## WALGETT SHIRE COUNCIL AGENDA

WSC Procedure AFM – Quoting Council Plant and Vehicle Hire

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### **Appendix A**

#### **Plant and Equipment available for Hire Without Operators**

<b>Plant No</b>	<b>Registration</b>	<b>Description</b>
1955	S51490	Grandstand Trailer

Note: These Items must be hired in accordance with *WSC Procedure AFM – Conditions of Hire for Council Plant and Vehicles Without Operators* or will require delivery and operation by a Council employee to be included in the hire rate(s) quoted.



## **AFM – Conditions for Hire of Council Plant and Vehicles Without Operators**

Approval Date:

Review Date: August 2011

Responsible Officer: Director Rural Infrastructure and Support Services

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### **Objective**

Walgett Shire Council will ensure that any plant hired without an operator is undertaken in such a manner that:

1. Council meets its occupational health and safety obligations;
2. The plant remains insured at all times for theft or damage;
3. The custody of the plant is identified at all times; and
4. Council's liability for third party damage is insured.

### **Council Policy Reference**

AFM - Risk Management and Insurance

WR – Occupational Health and Safety Policy

### **Statutory Requirements**

[Local Government Act 1993](#)

[Local Government \(General\) Regulation 2005](#)

[Local Government Code of Accounting Practice and Financial Reporting](#)

### **Related Policy/Procedure**

AFM – Quoting Council Plant and Vehicle Hire

**Conditions for Hire of Council Plant and Vehicles Without Operators**

**Limitations**

- 1) Only Plant and Vehicles specified in Procedure AFM – Quoting Council Plant and Vehicle Hire may be hired without an operator(s).
- 2) Plant and Vehicles may only be picked up and returned during Council's normal business hours.

**Conditions**

- 1) A written application for hire without an operator must be received at least one (1) working day prior to the hire with complete documentation satisfying these conditions.
- 2) The application must contain documentary evidence of the following:
  - a. A description of the plant or vehicle being hired and the proposed dates and times at which it is to be picked up and returned.
  - b. Name and license details of the operator who will take responsibility for the plant or vehicle, including any relevant WorkCover licenses demonstrating that the operator is licensed to use and/or transport the plant or vehicle;
  - c. Details of any vehicle that will be used to transport the plant or vehicle demonstrating that it is suitably registered, specified to carry or tow the plant or vehicle, and a declaration that the operator has inspected the vehicle and declares it to be roadworthy.
  - d. Details of the vehicle and other insurance policies confirming their currency, and that the plant or vehicle being hired will be insured for any damage caused to it or to third parties throughout its transport.
  - e. Evidence of the currency of Public Liability Insurance of a limit minimum of \$10,000,000 any one event held by the hirers of the plant or vehicle and covering the activities that will be undertaken with the plant or vehicle.
  - f. A declaration stating that the operator accepts liability for any insurance excess payable as a result of any event that occurs during the transport of the plant or vehicle and for any uninsured loss suffered by Council as a result of the operator's act or omission during the transport of the plant or vehicle.
- 3) The operator must complete any required pre-hire plant inspection and induction/plant issue procedures with Council's designated Officer prior to pick up AND upon return of the plant or vehicle.

## **29. RTA REGIONAL ROADS REPAIR PROGRAM - APPLICATIONS FOR 2010/2011**

**REPORTING SECTION:** Rural Infrastructure & Support Services  
**AUTHOR:** Ian Taylor - Director Rural Infrastructure & Support Services  
**FILE NUMBER:** 09/86

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### **Summary:**

NSW Roads and Traffic Authority invited applications for funding projects in the 2010/11 Regional Roads REPAIR Program. This report is for Council to note that applications have been submitted for the reconstruction and sealing of sections of MR426 Ridge Road, MR457 Gundabloui Road, and MR7716 Come By Chance Road.

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

NSW Roads and Traffic Authority invited applications for funding projects in the 2010/11 Regional Roads REPAIR Program. Applications were requested by 30 October 2009.

Council was successful in receiving funding under this program in 2009/10 for the final stage of reconstruction and sealing of MR333 Cumberland Way.

The applications are scored on a prescriptive basis and the highest scoring projects that can be constructed within the RTA Western Region REPAIR Program budget will be offered funding.

The preliminary scores as assessed by staff for the submitted projects are as follows:

- MR426 Ridge Road - 18 points,
- MR457 Gundabloui Road - 17 points, and
- MR7716 Come By Chance Road - 23 points.

Alternate Projects that were considered by staff included edge rehabilitation and shoulder widening on the older geotextile sealed sections of MR329 Merrywinebone Road and MR402 Gingie Road, however a suitable project was not able to be prepared within the required timeline.

The cut-off score in 2009/10 was 26 points. It is therefore unlikely, but not impossible, for any of these projects to be successful. If one or more of these projects is similarly submitted in the 2011/12 funding application, it will attract a 3 point bonus. Hence this submission is beneficial even if it is unsuccessful as it places Council in a better position in next year's funding round.

A maximum of \$300,000 is available to Council under this program on a 1:1 funding basis.

It is anticipated that a draft roads strategic plan will have been considered by Council prior to the 2011/12 funding application being submitted and that this will provide direction as to Council's preferred priorities with respect to regional road construction and rehabilitation.

### **Relevant Reference Documents:**

Request for Proposals, Regional Roads REPAIR Program 2010/2011, 15 September 2009

**Stakeholders:**

Users of MR426, MR457, MR7716

**Financial Implications:**

None of the projects are proposed to be undertaken in 2010/2011 however, if successful it would be anticipated that approximately \$100,000 would require reallocation from Regional Road maintenance to permit the work to proceed any one project.

**RTA Regional Roads Repair Program – Applications for 2010/2011**

**Recommendation:**

- 1. That Council note the application for funding of the reconstruction and sealing of one kilometre of each of MR426 Ridge Road, MR457 Gundabloui Road, and MR7716 Come By Chance Road under the RTA Regional roads REPAIR Program**

### **30. NEW SOUTH WALES GRAIN FREIGHT REVIEW - SEPTEMBER 2009**

**REPORTING SECTION:** Rural Infrastructure & Support Services  
**AUTHOR:** Ian Taylor - Director Rural Infrastructure & Support Services  
**FILE NUMBER:** 09/1602

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#### **Summary:**

The Commonwealth Minister for Infrastructure, Transport, Regional Development and Local Government released the report of the review of the NSW grain supply chains, including the grain freight transport network on 21 October 2009. This report informs Council of the report's recommendations relevant to its road network in Walgett Shire.

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

The NSW Grain Freight Review (Review) was initiated by the Australian Government in November 2008. Its primary focus was to address the uncertainty of the viability of the extremities of the NSW country rail network, which are primarily used for grain transport.

This report identifies and summarises key findings and recommendations of the report affecting road operation and maintenance in Walgett Shire.

The Review found that grain freight movements are likely to remain similar to the recent past, with a slow increase in volume.

Given an extremely dynamic and uncertain environment, there is good reason to be cautious about making changes to long term infrastructure that would be difficult to reverse.

The benefit cost analysis was found to be clearly positive to upgrade the rail lines between Narrabri and Walgett / Merrywinebone to Class 3 standard. However the cost benefit to stabilise the Weemelah to Camurra Junction line to Class 5 standard was clearly negative.

The Review found that there was some urgency surrounding the investment required in the branch line network and the lines were at risk of closure on safety grounds.

It recommended that the Narrabri to Walgett / Merrywinebone rail lines be stabilised at Class 5 standard funded by NSW Government.

It recommended that the NSW Government and owners of fixed infrastructure on the Weemelah to Camurra Junction line negotiate arrangements for the upgrading of this line or otherwise it be closed.

The Review recommended that the proposed grain industry coordination body examine whether selected lines should be upgraded to Class 3 standards, and if so, these should be funded by the industry.

It recommended that a strategic 'grain road network' be identified on which future road investment will be concentrated and which will be made available to High Productivity Vehicle (HPV) operation, and that this process be led by the RTA in consultation with stakeholders.

## WALGETT SHIRE COUNCIL AGENDA

The Review recommended that the NSW Government remedy identified gaps in the grain road network to ensure Higher Mass Limits (HML) operation is possible on all critical grain routes.

That through the Council of Australian Governments (COAG), consideration be given to addressing current inequities in the distribution of road revenues to those responsible for road management and maintenance.

It recommended that any future rail line closures should be accompanied by a clear definition of the alternative routes and a funding plan to accommodate the additional traffic load.

The Review assessed the road component of the NSW Grain Supply Chain as of "Good" efficiency overall, but identified constraints including the access for HPV and HML vehicles and revenue limitations on road managers.

'Moving Forward' the Review recommended that the NSW Government should facilitate an ongoing government/industry grain logistics coordination vehicle to measure and monitor the efficiency of the grain supply chain as a whole.

The Commonwealth Government has responded to the report with broad support for the recommendations but has noted that most recommendations are matters for the NSW Government. The NSW Government is yet to formally respond at the time of writing this report.

The primary recommendations of the report with the potential to negatively impact Walgett Shire relate to the maintenance or upgrading of rail lines. The report recommends that upgrading to Class 5 standards be funded by the NSW Government. Should it not occur, the majority of the risk generated from grain transport originating in Walgett Shire will remain with the NSW Government (increased State Highway traffic) and adjoining Shires of Narrabri and Moree Plains (traffic travelling direct to silos in these Shires). The upgrade of these lines to Class 3 standards is likely to primarily be of benefit to the industry and not significantly change the road/rail freight split.

The coordination of a strategic upgrade of the 'grain road network' to accommodate HPV and HML traffic, and resolution of funding inequities should be supported. The Commonwealth see this as primarily a NSW Government responsibility.

### **Relevant Reference Documents:**

New South Wales Grain Freight Review, September 2009:  
[http://www.nationbuildingprogram.gov.au/publications/reports/pdf/NSW\\_Grain\\_Freight\\_Review\\_Final\\_report.pdf](http://www.nationbuildingprogram.gov.au/publications/reports/pdf/NSW_Grain_Freight_Review_Final_report.pdf)

NSW Grain Freight Review - Commonwealth Response

### **Stakeholders:**

Walgett Shire Council  
All road users in Walgett Shire

### **Financial Implications:**

Nil

**New South Wales Grain Freight Review – September 2009**

**Recommendation:**

- 1. That Council note the release of the NSW Grain Freight Review, September 2009, its potential impacts upon road operations and maintenance in Walgett Shire, and the Commonwealth Government's response to the Review's recommendation**

NSW Grain Freight Review – Commonwealth Response

	Recommendation	Response
1.	<p>Grain Supply Chain</p> <p><b>Branch Line Network</b></p> <ul style="list-style-type: none"> <li>▪ Over the next three years, a systematic program of investment be undertaken to stabilise the conditions of the lines listed below to ensure that they can be reliably operated (at a minimum) as Class 5 lines.                             <ul style="list-style-type: none"> <li>➢ North Star to Moree</li> <li>➢ Walgett to Burren Junction</li> <li>➢ Merrywinebone to Narrabri</li> <li>➢ Warren to Nevertire</li> <li>➢ Tottenham to Bogan Gate</li> <li>➢ Coonamble to Troy Junction</li> <li>➢ Lake Cargellico to Temora</li> <li>➢ Naradhan to Ungarie</li> <li>➢ Hillston to Griffith</li> </ul> </li> <li>▪ In view of their broad economic benefits, the cost of stabilising the branch lines listed above at a Class 5 level should be met by the NSW Government through a non-recoverable grant.</li> </ul>	<p>This is a matter for the NSW Government.</p>
2.	<p><b>Weemelah to Camurra Junction line</b></p> <ul style="list-style-type: none"> <li>▪ The NSW Government and the owners of fixed infrastructure along the Weemelah-Camurra Junction line enter into negotiations on appropriate arrangements for the sharing of the costs of upgrading the line.</li> <li>▪ The line be retained if these negotiations result in a cost-sharing agreement acceptable to all parties.</li> <li>▪ If the negotiations do not result in a satisfactory cost-sharing agreement, the line be closed.</li> </ul>	<p>This is a matter for the NSW Government.</p>
3.	<p><b>Boree Creek to The Rock line</b></p> <ul style="list-style-type: none"> <li>▪ The NSW Government and the owners of fixed infrastructure along the Boree Creek to the The Rock line enter into negotiations on appropriate arrangements for the sharing of the costs of upgrading the line.</li> <li>▪ The line be retained if these negotiations result in a cost-sharing agreement</li> </ul>	<p>This is a matter for the NSW Government.</p>

	<ul style="list-style-type: none"> <li>▪ acceptable to all parties.</li> <li>▪ If the negotiations do not result in a satisfactory cost-sharing agreement, the line be closed.</li> </ul>	
4.	<p><b>Cowra-Demondrille (including Greenethorpe-Koorawatha) line</b></p> <ul style="list-style-type: none"> <li>▪ A detailed independent study of the potential use of the Cowra lines for the movement of containers and other non-grain traffics be undertaken. This study should proceed with the financial support from the NSW Government and in consultation with Lachlan Regional Transport Committee members.</li> <li>▪ The scope of this study should include an assessment of the Cowra-Blayney link.</li> <li>▪ In the event that the results of the study indicate, to the satisfaction of the track owner, that there is economic justification for the retention (or reinstatement) of some or all of the lines under consideration, the lines be retained and stabilised (at a minimum) as Class 5 lines. The cost should be met by the NSW Government through a non-recoverable grant to the rail track manager.</li> <li>▪ If the results of the study do not indicate a viable case for retention, the lines be closed.</li> </ul>	<p>This is a matter for the NSW Government.</p>
5.	<p><b>Ongoing rail maintenance</b></p> <ul style="list-style-type: none"> <li>▪ Once the stabilisation works have been completed, access charges on the grain network be reviewed to determine an appropriate level of user contribution to ongoing maintenance.</li> <li>▪ In considering future access charges, the access provider should also take account of:             <ul style="list-style-type: none"> <li>➢ the principles and approach underpinning the determination of access charges in other states;</li> <li>➢ progress with parallel road pricing reforms so that future increases in branch line network access charges do not have the unintended consequence of shifting grain freight to road;</li> <li>➢ the ability of industry to pay.</li> </ul> </li> <li>▪ Any required increase in charges be phased in over a five-year period.</li> </ul>	<p>The Australian Government supports the recommendation to review access charges on the grain network.</p>
6.	<p><b>Funding for further rail improvements</b></p> <ul style="list-style-type: none"> <li>▪ The proposed grain industry coordination body examine the issue of whether</li> </ul>	<p>This is a matter for the NSW Government.</p>

	<ul style="list-style-type: none"> <li>selected grain lines should be upgraded to Class 3 standards. If further improvements to track standards beyond Class 5 levels are judged by industry to be desirable, they should be funded by industry, either through up-front capital contributions or increased track access charges.</li> </ul>	
7.	<p><b>Track capacity</b></p> <ul style="list-style-type: none"> <li>The Commonwealth and NSW Governments investigate the options to address train pathing constraints into the port of Newcastle, ensuring that there is some capacity available to cater for opportunistic or intermittent demand.</li> <li>In seeking to achieve this objective, priority should be given to measures that allow better use to be made of existing infrastructure.</li> <li>If additional infrastructure investment is required to ensure that adequate track capacity is available for opportunistic or intermittent users, the costs of the additional risk associated with this investment be borne by government as a CSO.</li> </ul>	<p>The Australian Government agrees with the need to further investigate train pathing issues in partnership with the NSW Government, including measures to allow better use of existing infrastructure.</p> <p>If it is determined that additional infrastructure investment is required, this will be a matter for the NSW Government and the grain industry to negotiate.</p>
8.	<p><b>Track ownership</b></p> <ul style="list-style-type: none"> <li>The branch line network remain in public ownership.</li> </ul>	<p>This is a matter for the NSW Government.</p>
9.	<p><b>Track management and maintenance</b></p> <ul style="list-style-type: none"> <li>Responsibility for the management of the NSW branch line network be consolidated in the hands of the ARTC.</li> <li>NSW Government seek to renegotiate its lease with the ARTC for the NSW interstate and Hunter Valley networks to include the branch line network.</li> <li>The NSW Government in conjunction with the ARTC develop rolling three year infrastructure plans for each branch line, make these plans publicly available and notify relevant parties of any changes to these plans.</li> <li>Under the lease agreement, the ARTC be required to negotiate and agree priorities for and the timing of branch line network maintenance with all train operators on this network.</li> </ul>	<p>The Australian Government supports a more effective management of the branch line network, on the basis that ownership of the infrastructure remains with the NSW Government.</p>
10.	<p><b>Planning a dedicated grain road network</b></p> <ul style="list-style-type: none"> <li>Identify a strategic 'grain road network' on which future road investment will be concentrated and which will (over time as investment permits) be made available for HPV operation.</li> </ul>	<p>The Australian Government agrees with the recommendation to identify a "grain road network" and will continue to support this initiative through</p>

	<ul style="list-style-type: none"> <li>The process to develop this network and resolve specific road access issues for grain freight should be regionally based, led by the RTA and involve local councils, road transport operators and grain storage companies.</li> </ul>	<p>measures to expand access of High Productivity Vehicles (HPVs) under the existing Australian Transport Council and COAG framework.</p>
11.	<p><b>Restricted Higher Mass Limits (HML) network</b></p> <ul style="list-style-type: none"> <li>The NSW Government, with the assistance of industry and local government, remedy identified gaps in the grain road network to ensure HML operation is possible on all critical grain routes.</li> <li>As part of the existing reform initiative under COAG, consideration be given to addressing current inequities in the distribution of road revenues to those responsible for road management and maintenance.</li> </ul>	<p>The Australian Government supports the continuation of heavy vehicle road pricing reforms through the COAG agreed Road Reform Plan Phase II managed by the Australian Transport Council.</p>
12.	<p><b>Impact on local roads of branch lines closures</b></p> <ul style="list-style-type: none"> <li>Any future grain line closures should be accompanied by a clear definition of the preferred alternative road routes and a funding plan (negotiated by all affected road owners) for improving these routes to accommodate the additional traffic load.</li> </ul>	<p>This is a matter for the NSW Government.</p>
13.	<p><b>Port issues</b></p> <ul style="list-style-type: none"> <li>The ACCC be urged to review the accreditation system as part of its scrutiny of access undertakings under the WEMA.</li> </ul>	<p>The Minister for Agriculture, Fisheries and Forestry will work with the ACCC on an ongoing basis to ensure the regulatory process is efficient and appropriate in managing an open access regime at Australian port grain terminals.</p>
14.	<p><b>Storage and handling</b></p> <ul style="list-style-type: none"> <li>Government funding of the proposed investment in rail network stabilisation be contingent on a Memorandum of Understanding with owners of storage facilities along the stabilised lines to ensure a level of private investment to improve capacity and/or outloading.</li> <li>Specific commitments to improvements to storage facilities be agreed between government and facility owners.</li> </ul>	<p>This is a matter for the NSW Government.</p>
15.	<p>Moving Forward</p> <p><b>Ongoing system coordination &amp; performance monitoring</b></p> <ul style="list-style-type: none"> <li>The NSW Government should facilitate an ongoing government/industry</li> </ul>	<p>The Australian Government will support the NSW</p>

<p>grain logistics coordination vehicle to keep the focus on efficiency improvements through all aspects of the supply chain including ports, bulk handling, and rail and road access. Appendix E provides further detail on the recommended functions and form of such a body.</p> <ul style="list-style-type: none"> <li>This body should develop, with funding from government, monitoring and performance metrics which focus on the efficiency of the grain supply chain as a whole.</li> </ul>	<p>Government in the facilitation of an ongoing government/industry grain logistics coordination vehicle.</p> <p>The Standing Committee on Transport supporting the Australian Transport Council is in the early stages of considering development of rail productivity indicators.</p>
<p><b>Coping with surge and bumper seasons</b></p> <ul style="list-style-type: none"> <li>The proposed coordination body should also have a role in pre-season logistics planning to ensure that the challenges of bumper harvests and within-the-year surges in demand for grain are managed as effectively as possible.</li> </ul>	<p>The Australian Government agrees with the role proposed for the government/industry grain logistics coordination vehicle and supports the NSW Government in the establishment of this body.</p>
<p><b>Taking a long term view</b></p> <ul style="list-style-type: none"> <li>The Commonwealth Government should take a greater strategic role in the future development of the east coast grain freight network (particularly rail).</li> </ul>	<p>Infrastructure Australia is developing a National Freight Network Strategy. The Australian Government will consider this matter after receipt of IA's advice.</p>
<ul style="list-style-type: none"> <li>Following the release of the results of the Inland Rail Alignment Study, the Commonwealth Government should consider the need for a detailed study of the future role of the port of Newcastle in the grain export chain.</li> </ul>	<p>The Australian Government will consider this matter after receipt of advice on a National Freight Network Strategy from Infrastructure Australia.</p>

**31. NSW RURAL FIRE SERVICE NORTH WEST ZONE SERVICE LEVEL AGREEMENT AND BUSH FIRE MANAGEMENT COMMITTEE MEETINGS**

**REPORTING SECTION:** Rural Infrastructure & Support Services  
**AUTHOR:** Ian Taylor - Director Rural Infrastructure & Support Services  
**FILE NUMBER:** 09/57 & 09/46

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**Summary:**

Rural Fire Service in Walgett Shire is managed by the North West Zone under a service level agreement (SLA). The Bush Fire Management Committee (BFMC) is legislated to oversee the management of the bush fire risk within the Zone. This report provides Council with the draft minutes of the September 2009 BFMC and SLA meetings.

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

Rural Fire Service in Walgett Shire is managed by the North West Zone under a service level agreement (SLA). The SLA meeting occurs quarterly and the minutes of its September 2009 meeting are attached.

The Bush Fire Management Committee (BFMC) is legislated to oversee the management of the bush fire risk within the Zone. It usually meets twice a year.

**Relevant Reference Documents:**

North West Zone Service Level Agreement Meeting Draft Minutes  
North West Zone Bush Fire Management Committee Meeting Draft Minutes

**Stakeholders:**

NSW Rural Fire Service - Walgett Brigades  
Residents

**Financial Implications:**

Nil

**NSW Rural Fire Service North West Zone Service Level Agreement and Bushfire Management Committee Meetings**

**Recommendation:**

**That Council**

- 1. Note the draft minutes of the North West Zone NSW Rural Fire Service meeting held in accordance with the Service Level Agreement with its constituent councils September 2009; and**
- 2. Note the draft minutes of the North West Zone NSW Rural Fire Service Bush Fire Management Committee meeting September 2009**

WALGETT SHIRE COUNCIL AGENDA

All communications to be addressed to:

North West Zone / Bogan District  
NSW Rural Fire Service  
PO Box 370  
COONAMBLE NSW 2829

Telephone: (02) 6822 4422  
e-mail: Tony.Place@rfs.nsw.gov.au

North West Zone / Bogan District  
NSW Rural Fire Service  
3 Buckley Dr  
COONAMBLE NSW 2829

Facsimile: (02) 6822 4203



All NWZ SLA Members

Your Ref:

Our Ref:

RECEIVED 14 OCT 2009

9 October 2009

All,

Please find attached a draft copy of the minutes of the NWZ SLA meeting held recently for your information.

Regards

A handwritten signature in black ink, appearing to be 'T Place'.

T Place  
Zone Manager

◆ Rural Fire Service Advisory Council

◆ Bush Fire Co-ordinating Committee

Visit our webpage at [www.nwz.rfs.nsw.gov.com.au](http://www.nwz.rfs.nsw.gov.com.au)



## WALGETT SHIRE COUNCIL AGENDA

North West Zone SLA Committee Meeting  
17 September 2009

Collie shed repair- Darren Arthur to have the Warren Shire building foreman inspect the shed and see what work needs to be done to fix.

Letter drops are going out to Collie, Walgett and Warren towns as a recruitment strategy.

10 year Business Plan has gone to Coonamble Shire for approval. Plan was given to all SLA members and posted on the NWZ website for feedback- little comment received. Have changed the Cat 1 grasslands trial and will replace with new tankers in the main villages instead. The Plan is a guide only- the tanker replacement plan may change if Councils require. Not much else has changed with the budget request figures. Coonamble Shire Council wants the RFS to meet with them and address Council regarding the plan. Next Council meeting is 14 October- Zone Manager to attend the meeting.

### **Agenda Item 4; Schedule 3 Review**

New version of the Schedule 3 has been released. Not all data input has been included in the printout. A complete version will be mailed to members once the problems with the program have been sorted out.

### **Agenda Item 5; Schedule 5 Review.**

Nothing has changed.

Item 4; financial management- truck disposals. Any trucks disposed of will be managed through the Coonamble Shire. OSC will deduct the cost of advertising the truck etc from the proceeds received, 13.3% of the remaining proceeds will be remitted back to the original Council that purchased the truck and the balance will be forwarded to the RFS Head Office to go to the RFFF.

Zone Manager thanked and acknowledged Coonamble Shire Councils support and assistance in managing the Zone, in particular Rick Warren.

### **Agenda Item 6; 09/10 Budget**

Budget still has not officially been approved by the Minister, should be signed off next month.

10/11 budget- have not yet completed the draft budget estimate as it is linked to the new Service Delivery Model program- which currently has problems with the program. Copies of the estimates will be sent to the Councils once completed- the budget will basically be the same as this year.

Staff opportunities- this included the proposal for the 5 ranked staff member- however this has since been cancelled by the RFS Head Office. It does include funding for the Traineeship for the next two years. Coonamble Shire has advised at this stage they are unwilling to fund any additional staff members for the Zone.

### **Agenda Item 7; General Business**

Hazard reduction proposals- RFS has a greater push for HR works to be done and funding is available for works. Councils need to look at what they need to bid for next year prior to March for approval and ranking by the BFMC committee. Proposals need to be in draft form to J Kennedy by the December SLA meeting so they can be submitted to the March BFMC meeting for ranking.

## WALGETT SHIRE COUNCIL AGENDA

North West Zone SLA Committee Meeting  
17 September 2009

Tanker servicing; Bogan servicing completed by Council, still have Nyngan 1 to complete. Warren servicing completed by Council- still have Warren 1 to complete. Coonamble –John Smyth has completed all servicing. Walgett- Duncan and Duncan have completed all tankers. Private contractors have a good job and a number of trucks have been identified as not having been serviced last year.

PMR radio system still has linking problems, a new link is being put in at Narrabri to try and solve the problem. Testing of the system will begin once all work is complete. THE PMR reliability is good- however the Zone has too many repeaters and too big an area to cover so they system doesn't work as well as it should.

Radio cards that have been sent out to brigades aren't accurate have Coonamble/Mr Foster- should be Warren/Mt Foster, Bogan/Mt Foster- should be Warren/Mt Foster, Walgett/Nyngan??, Walgett/Warren??. Mt Foster works off 22 not 31 as listed on the cards. Needs following up with Head Office.

There is currently some channel overlap with Gilgandra district and the Castlereagh Zone.

Warren HQ amenities block is nearly completed.

Draft

WALGETT SHIRE COUNCIL AGENDA

All communications to be addressed to:

North West Zone / Bogan District  
NSW Rural Fire Service  
PO Box 370  
COONAMBLE NSW 2829

Telephone: (02) 6822 4422  
e-mail: John.Kennedy @rfs.nsw.gov.au

North West Zone / Bogan District  
NSW Rural Fire Service  
3 Buckley Dr  
COONAMBLE NSW 2829

Facsimile: (02) 6822 4203



All North West Zone BFMC Members

Your Ref:

Our Ref: BFMC:172

9 October 2009

Dear Members

Following on from the Pre-season BFMC meeting held in Coonamble on 17 September, I remind you all that I need any information you may have from your respective agencies to include in the new Risk Management Plan.

It was decided at the meeting to hold a special BFMC in December 2009 and submit the "Draft" plan to the meeting. If all approve we will then place the Plan on public display for 42 days, before sending it on the JCCC for final approval and to be signed off.

To meet this timeframe I urge you all to send me any information you may have by Friday 24 October 2009.

I am pleased to advise State Forest and DECC have sent their information in and is has been entered into the new RMP already.

One piece of information required is the size if each agencies area within the North West BFMC and the percentage of that agency's area in relation to the BFMC area.

Any queries you may have, please contact me and I will endeavour to assist.

Regards,

A handwritten signature in black ink, appearing to read 'John Kennedy'.

John Kennedy  
Community Safety Officer

◆ Rural Fire Service Advisory Council

◆ Bush Fire Co-ordinating Committee

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Visit Myrfs at: [www.myrfs.nsw.gov.au](http://www.myrfs.nsw.gov.au)

WALGETT SHIRE COUNCIL AGENDA

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North West Zone / Bogan District  
NSW Rural Fire Service  
3 Buckley Dr  
COONAMBLE NSW 2829

Facsimile: (02) 6822 4203



Members NWZ BFMC

Your Ref:

Our Ref: BFMC;NWZ

9 October 2009

Dear Sir/Madam

Please find attached a copy of the minutes for the BFMC meeting held on the 17 September 2009 for your information.

Regards

A handwritten signature in cursive script, appearing to read 'Kennedy'.

John Kennedy  
Community Safety Officer

◆ Rural Fire Service Advisory Council

◆ Bush Fire Co-ordinating Committee

**MINUTES OF MEETING FOR NORTH WEST BUSH FIRE MANAGEMENT COMMITTEE  
HELD FRIDAY 17 SEPTEMBER 2009 AT COONAMBLE FCC**

Meeting start: 1.00PM

<b>Present</b>		<b>Apology</b>	
Michael Webb-Coonamble Shire Council		John Whittle-DEC	
Darren Arthur-Warren Shire Council		Simon Currey-RFS	
Rick Warren-Coonamble Shire Council		Mick Redfern-DOL	
Ian Taylor-Walgett Shire Council		Rex Willson-Warren Shire Council	
Steve Jones-NSWFB		Ashley Weellinga-Warren Shire Council	
Mark Fosdick-NP		Bill Murray-Walgett Shire Council	
Allan Inglis- RFS Coonamble		Greg Lewis-NSWFB	
Jeremy Ryan- FNSW		Dave Felton-NSWFB	
Hugh Kennedy- RFS Warren			
Paul Dodd-ARTC/Parkes			
Andrew Willetts- ARTC/Dubbo			
Keith Dawe- Bogan Shire Council			
Lisa Thomas- CWLHPA			
John Kennedy-RFS			
Georgie Primmer-RFS			
Tony Place-RFS			

Item		Action
182	Welcome and apologies	
	Noted as above. Apologies moved Darren Arthur Second: Michael Webb	

DRAFT ONLY

WALGETT SHIRE COUNCIL AGENDA

Item		Action
3	Confirmation of minutes of previous meeting	
4	Business arising from the previous minutes	
5	Correspondence	
6	Progress report on BFRMP	

The minutes of the meeting of 25 March 2009 were reviewed and confirmed.  
 Moved: Ian Taylor  
 Second: Rick Warren  
 Carried

Fire trail in Warumbungle's- RFS have met with Rick Morse. Issue has not progressed any further as Rick was to meet and talk to Malcolm Webb. Needs to be followed up again for next year. To late to obtain funding this year.

RFS HO-Notification of Fire Mitigation Works Fund 2008/2009 allocation, copies of approval attached  
 RFS HO- Guide to the 09/10 EBD process. All proposals need to be in on time for approval.

Working party has been established.

Matt DeJongh from SF has now left SF. data was obtained before Matt left for the plan. Barry Johnson is the new contact for SF-replaces Matt DeJongh.

The area due to the size -57000sq km has been split into 8 maps. DECCD data has been input. Still waiting on data from other agencies- e.g. ARTC, RLPB etc to complete. Data is required by the end of the month to complete the plan. Another meeting will be called to discuss the plan before going on public display as a draft for 42 days.

ARTC need details of where the rail lines are- strategies are to reduce any hazards- e.g. spraying/ slashing etc. ARTC will be doing works shortly for HR.

Nyngan rail line is looked after by Wayne Casey. ARTC maintains an access line along side the rail line. Need to update ARTC contacts for the S52 Plan.

Motion That the sub committee is to review the draft plan prior to going on public display for view and comment, prior to going to the BFMC committee and

WALGETT SHIRE COUNCIL AGENDA

Item		Action
7	<p>Progress report on Section 52 Plan of Operations</p>	<p>BFCC for final approval.                      Moved: T Place                      Second: M Fosdick                      Carried</p> <p>RFS is hoping to have the draft plan completed within a month. J Kennedy to contact the subcommittee and follow up.</p> <p>Motion: That a special BFMC meeting be held in December to approve the BPRMP prior to sending to the BFCC for final approval.                      Moved: T Place                      Second: M Fosdick                      Carried</p> <p>New template has now been released. Re write of the S52 Plan is to commence next week. Will do a draft and send out to the other agencies once completed.</p> <p>08/09 HR funding claims have been completed with all claims processed. RFS is unsure if some or any of the bids submitted will be approved for funding in 09/10.</p>
8	<p>Report in HR Funding and Progress</p>	<p>RFS have completed inspections in most of the Zone areas- with the season varying across the four Shires from Nil to moderate to high. Greatest risk is in Coonamble/Garrinda/Come By Chance areas as well as some areas in northern Warren. South of Nyngan there is still to burn. Burren Junction areas have been eaten out by stock. Collarenebri Rowena areas have stock on them. Collarenebri to Lightning Ridge have low fuel levels. Overall a low to moderate fire danger is across the area. Marshes area is dry with 90% dry and only a small area will get</p>
9	<p>09/10 Fire Season Brief-Fuel Loads- Operations</p>	

Action			
	<p>wet from the latest water release. Operations- some additional tankers have been received for the Zone, waiting on another 4 tankers to arrive. Have had requests to send crews for HR works in Eastern Sydney. 10/11 proposals need to be in by March 2010 meeting for approval for the BSCC for funding. Proposals need to be mapped in the system for the HR bids.</p>	10	Proposed HR Planning requirement for 10/11.
	<p>NPWS- Coonamble/Walgett areas 1 HR work has been completed at Constables Boundary in Pilliga West. Trail maintenance has been completed in the Marshes, Narren Lake and Pilliga areas. Have de silted an artesian dam in West Pilliga. All reserves have fire management strategies developed. New areas have been established at Pillicawarrina, Wirnaba-west of Carinda. Pillicawarrina area has been included in the Marshes Plan. Additional areas have been purchased in Walgett Shire- Wanhoe and Bunnydoon in Walgett Shire. NSWFB- no HR works have been completed in the Zone. SWS program is to be increased in bush fire prone areas with a media campaign promoting. Looking at some High Schools in the bush fire prone areas, street meetings and re instigating warning systems in the western areas- i.e. sirens at stations to increase awareness. NSWFB is in the process of identifying bush fire prone areas.</p>	11	Agency Reports

WALGETT SHIRE COUNCIL AGENDA

Item	General Business
12	<p>RLPB- HR via grazing is being completed in most areas- except the Carinda Rd- can't graze stock due to lack of water. Locals are not interested in grazing the area due to the abundance of feed on farm. Dams and water tanks are accessible when needed. New contact lists will be forwarded to the RFS when available. Eastern side of Coonamble has the greatest fire threat. Bogan Shire-Keith Dawe- small HR was approved for Coonamble prior to fire season. Roadside slashing being done for HR, little rain received in the area. Warren Shire- maps for HR works are to be done by RFS- Council can be provided copies of maps for works proposed.</p> <p>SF- waiting on roads to be graded. Falby, Warrie and Sandgate SF have recently been graded as well as Gilgandra areas. Have been stocking areas of Forests that are leased.</p> <p>ARTC- HR program is in place and will be sent through for the Plan and S52 Plan to the RFS. Little burning schedule will spray 3.5metres either side of the rail line from Dubbo to Coonamble- commencing in the next few weeks. Contractors are need approval from the ARTC prior to accessing the rail corridor. Sleepers to remove sleepers from the rail corridor-they are not to be burnt. Sleepers between Gulargambone and Armatree are to be replaced next year.</p> <p>DOL report attached.</p> <p>Agencies need to send an updated list of their contacts for the S52 plan re write.</p>

Meeting finish: 1.55

WALGETT SHIRE COUNCIL AGENDA

Communications to be addressed to:

Head Office  
NSW Rural Fire Service  
Locked Mail Bag 17  
Granville NSW 2142

Telephone: (02) 8741 5555  
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Head Office  
NSW Rural Fire Service  
15 Carter Street  
Homebush Bay NSW 2127

Facsimile: (02) 8741 5550



Approved Projects within  
North West BFMC

BFMF ID	Activity Name	Activity Type	Bid Agency	Bid Amount
BFMF2009052017182	Nevertire Waste Disposal	HRM	Local Government Authority	\$1,050.00
BFMF2009052017125	Warren Waste Disposal	HRM	Local Government Authority	\$1,700.00
BFMF2009052110371	Lightning Airport fence/line	HRM	Local Government Authority	\$2,400.00
BFMF2009052215232	Coolabah Village APZ	HRM	Local Government Authority	\$3,000.00
BFMF2009052109213	APZ - Rowena	HRM	Local Government Authority	\$3,000.00
BFMF2009052015252	Quambone APZ	HRM	Local Government Authority	\$3,000.00
<b>Total Approved Amount</b>				<b>\$14,150.00</b>

WALGETT SHIRE COUNCIL AGENDA

SEP.17.2009 09:55 61 2 68842067

Department of Lands  
Reliable from the ground up

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Fax

To:	John Kennedy	From:	Mick Redfern
Company:	RFS	Position:	
Fax:	02 6822 4203	Date:	17 September 2009
Subject:	BFMC meeting	No. of pages:	2

Urgent     
 Confidential     
 Please reply     
 Original to be mailed

John,

Please accept my apologies for not being able to attend the BFMC meeting today at Coonamble.

My brief report is shown below:

Ongoing jobs:

- Castlereagh River HR, Coonamble.  
Some additional mechanical and chemical work required to maintain the APZ behind the Hospital, Retirement Village and Caravan Park.  
The main part of the APZ work completed in June 2009.

- Macquarie River HR, Warren  
Warren Shire Council have commenced works along the banks of the river in town.  
Waiting for spring to get some more growth, and we will do some more works to get a better result. Mick Redfern to liaise with Ash Wellinga over next few weeks.

Thanks John,

Mick

Mick Redfern

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