



AGENDA FOR ORDINARY COUNCIL MEETING

25 October, 2011

NOTICE IS HEREBY GIVEN pursuant to clause 7 of Council's Code of Meeting Practice that the Ordinary Council Meeting of Walgett Shire Council will be held in the **Walgett Shire Council Chambers** on **25 October 2011**, commencing at 10.00am to discuss the items listed in the Agenda.

NOTE: Please be advised there will be an inspection prior to the Council Chambers for Councillors at the Walgett Showground commencing at 9.00am

NOTE: At 10.00am there will be a staff presentation of 25 year Service Awards.

Don Ramsland
GENERAL MANAGER

WALGETT SHIRE COUNCIL AGENDA

CONFLICT OF INTERESTS

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

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

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

Remoteness

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

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

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

Relatives, Partners

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

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

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

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

No Interest in the Matter

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

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

Disclosure and participation in meetings

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

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

Participation in Meetings despite Pecuniary Interest (S452 Act)

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

Non-Pecuniary Interest – Must be disclosed in meetings.

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

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

Disclosure to be Recorded (S453 Act)

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

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**AGENDA**

**1. Opening of Meeting**

**2. Acknowledgement of Traditional Owners**

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

**3. Apologies**

**4. Welcome to Visitors**

Jill Kilby from JL Kilby – Barwon Strategic Roads Project  
Cameron Rowntree from Walgett Show Society – Walgett Showground

**5. Public Forum Presentations**

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

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

**7. Confirmation of Minutes/Matters Arising ..... 5**

**8. Reserve Trust Management Committee Reports**

**9. Mayoral Minutes ..... Nil**

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**GENERAL MANAGER**

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## 19. Close of Meeting

**Apologies**

| Apologies                                                                                                                                                           |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <p>That the apology from Clr Martinez be received and a leave of absence be granted.</p> <p><b>Moved:</b></p> <p><b>Seconded:</b></p> |

**Welcome to Visitors**

N/A

**Declaration of Pecuniary/Non Pecuniary Interests**

N/A

**Confirmation of Minutes/Matters Arising**



**MINUTES FOR  
ORDINARY COUNCIL MEETING**

**22 September, 2011**

NOTICE IS HEREBY GIVEN pursuant to clause 7 of Council's Code of Meeting Practice that the Ordinary Council Meeting of Walgett Shire Council will be held in the **Carinda Town Hall** on **22 September 2011**, commencing at 10.00am to discuss the items listed in the Agenda.

Don Ramsland  
GENERAL MANAGER

# WALGETT SHIRE COUNCIL AGENDA

## CONFLICT OF INTERESTS

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

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### **Remoteness**

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### **No Interest in the Matter**

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### **Disclosure and participation in meetings**

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WALGETT SHIRE COUNCIL AGENDA

MINUTES OF THE MEETING OF THE WALGETT SHIRE COUNCIL HELD AT CARINDA TOWN HALL ON THURSDAY 22 SEPTEMBER 2011 AT 9:58AM

PRESENT

Clr B Murray (Mayor) – once elected
Clr D Lane (Deputy Mayor) – once elected
Clr L Walford
Clr J Keir
Clr R Greenaway
Clr K Smith
Clr I Woodcock (Outgoing Mayor)
Clr M Martinez
Don Ramsland (General Manager)
Mr Raju Ranjit (Director Engineering Services)
Mr Fred Coralde (Director Urban Infrastructure Services)
Mr Glen Warren (Acting Director Corporate Services)
Mrs J Campbell (Minute Secretary)

Welcome to Visitors

The Mayor, Clr Ian Woodcock welcomed all visitors to the meeting and acknowledged the traditional owners of the land.

Council received a petition on behalf of the students at the Carinda Public School asking for a Carinda Skate and Scooter park for the older children.

Apologies

9/2011/1 Apologies – 22 September 2011

Resolution:

1. That apology from Councillor Walford be received and leave of absence be granted.

Moved: Clr Greenaway

Seconded: Clr Murray

CARRIED

Mayoral Minutes

A report by outgoing Mayor Ian Woodcock was tabled at the meeting

Mayoral Elections

9/2011/2 Determination of Method of voting for Election of Mayor and Deputy Mayor by Councillors

Recommendation:

- That Council adopt the ordinary ballot method for the election of the Mayor and Deputy Mayor.

Moved: Clr Greenaway

Seconded: Clr Murray

CARRIED

9/2011/3 Election of Mayor for Ensuring Twelve (12) Months

1. That returning officer, being the General Manager, advised that only one nomination had been received for Clr Murray and declared Councillor Murray elected Mayor unopposed for the 2011/2012 term.

Mayor, Clr Murray assumed the chair

9/2011/4 Election of Deputy Mayor for Ensuring Twelve (12) Months

1. The returning officer, being the General Manager, advised that only one nomination had been received and declared Councillor Lane elected as Deputy Mayor unopposed, for the 2011/2012 term.

Mayor, Clr Murray

“That I wish to congratulate and thank Councillor Woodcock on all his efforts and work for the Shire during his 3 year term. This was made especially difficult when the Council was reinstated after 4 years of Administration which needed a steady approach by the Council. This was achieved very well by Clr Woodcock and thank you again for being so approachable and leading the Council to work for the community.”

Public Forum Presentation

Margaret Johnstone – Precinct Committee

Mrs Johnstone spoke on the following issues:

- What are the outcomes of the traffic committee that was held last week, and in particular the request from Carinda for a zebra crossing from the park to the pub.
- The old pilon cutoffs near Walgett, can the Carinda community please have these to use in the park for different functions as seating and can Council deliver these.

The Director Engineering Services responded to item 1 and advised that the traffic committee are looking at counting the traffic as part of this request.

WALGETT SHIRE COUNCIL AGENDA

The Director Engineering Services advised that those pilons are not required for other purposes and would be made available.

Mrs Pat Reagan

What is happening with the water pressure in Carinda. The water pressure reduced yesterday and we don't know why and then it increased.

The Director Urban Infrastructure Services advised that the biggest problem with the water is the pressure. He advised that Council are slowly increasing the pressure at the moment to see what will happen. It is currently sitting at 21 and can increase it to 25. He further advised that we are afraid of what can happen as the pipeline might not withstand the pressure.

Clr Colless asked the staff to communicate to the Carinda community each step as its happening, this way the residents can inform Council as to whether there is anything occurring or not.

Declaration of Pecuniary/Non Pecuniary Interests

Clr Keir declared a non pecuniary interest in item 19 – Local heritage Fund Grant Applications 2011-2012 as she was the applicant for the Come By Chance Hall items.

Clr Murray declared a pecuniary interest in item 19 – Local heritage Fund Grant Applications 2011-2012 as he is the applicant for the 'Milrea' Barracks item.

Clr Martinez declared a non pecuniary interest in item 1 of the closed section – Accident at Lightning Ridge Bore Baths as he attended the accident while working as the ambulance officer.

Confirmation of Minutes/Matters Arising

9/2011/5 Minutes of Council meeting – 23 August 2011

Resolution:

That the minutes of the Council meeting held 23 August 2011 be confirmed.

Moved: Clr Woodcock

Seconded: Clr Keir

CARRIED

Reserve Trust Management Committee Reports

9/2011/6 Collarenebri Racecourse (D630054) Reserve Trust Users Meeting Minutes

Resolution:

1. Council note the Collarenebri Racecourse Users Minutes of the Meeting held at Collarenebri Racecourse on 30 August 2011.
2. Council note the next Collarenebri Racecourse Users Group Meeting is to be held at Collarenebri Racecourse on 11 October 2011.

Moved: Clr Woodcock

Seconded: Clr Keir

CARRIED

Motions of which Notice has been given

Nil

Presentation of Petitions

Council received a petition on behalf of the students at the Carinda Public School asking for a Carinda Skate and Scooter park for the older children.

Councillors Questions From Last Meeting

Clr Smith

Question 1:

Would like to find out what vacant blocks do the Shire own in Colly plus what are their DP numbers?

Response:

The Director Corporate Services advised that a list will be circulated at the September Council Meeting.

Question 2:

Collarenebri needs a bus stop sign on the Corner Wilson and Herbert Street Streets not an angle parking sign. Colly to Walgett Bus Run?

Response:

The Director Engineering Services advised that this item will be forwarded to the next local Traffic Committee meeting

WALGETT SHIRE COUNCIL AGENDA

Question 3:

At the last few Council meetings, things have been taken on notice but we never seem to have a response? For example we asked about the maintenance of Skateparks and this still does not seem to happen even though we have been told it does. The local Police man would like to have a skate on it but can't because of the cracks in the cement.

Response:

The General Manager advised that with the new resolutions/actions format just adopted should address this issue.

Clr Keir**Question 1:**

Sarah Bull from the Burren Junction preschool has approached me asking if Council can provide a bus stop area out the front of the preschool. The bus driver is not dropping or picking kids up from the preschool as it is not a designated bus stop area. Can Council look into this?

Response:

The Director Engineering Services advises that this item has been referred to the Local Traffic Committee for consideration.

Clr Smith**Question 4:**

Aboriginal Community Transport bus driver has concerns with driveways in Earl & Barwon Streets?

Response:

The Director Urban Infrastructure Services advised that Council is responsible for the shoulder to the kerb line or in the absence of kerbs, to table drains. There are no kerb and gutters on both streets.

Council staff will start installing 150mm relief pipes for 10 household driveways at Earl Street starting on 15 September 2011. Pipes for six driveways at Barwon Street will follow as soon as pipes are available.

Question 5:

Collarenebri Cemetery needs attention eg: Mowing/whipper snipping/round up would help?

Response:

The Director Urban Infrastructure Services advised that an official complaint letter from Ms. Ainsley Norman was received on 5 September 2011 regarding the maintenance of the cemetery. Two Walgett urban employees were dispatched to Collarenebri to assist Barry Murray with the initial clean-up of the cemetery grounds as well as the show ground. The cemetery ground's maintenance is completed as at this report. Refer to attached photo.



Question 6:

Review Water Restrictions – Not necessary

Response:

The Director Urban Infrastructure Services that the water restriction policy will be reviewed and reported to the October Council Meeting.

Question 7:

Mission road no sign post – could a street sign be erected?

Response:

The Director Urban Infrastructure Services is investigating type and location for signage request.

Clr Smith

1. In relation to item 6 regarding the water restrictions, can the water from the Filtration plant be put back into the river? At the moment there is water left on the block and residents are not allowed to water their own properties because of the restrictions, however Council can leave the water sitting on the block.
2. Can signs be erected stating what the water restrictions are; the times of what the restrictions apply?

The General Manager advised we need to have flexible restrictions across the entire shire and that they will need to be seasonal. If they are seasonal then the signs will need to be adjustable.

The General Manager further advised that a report will need to be brought back to the next meeting making some recommendations.

3. In relation to question 7, can a sign be erected on Midgery road, not state Midery Lane.

The General Manager advised that it will be investigated.

WALGETT SHIRE COUNCIL AGENDA

Clr Greenaway

4. In relation to Clr Smith's question 5 is it possible to put some spray around the graves?

The General Manager advised that it is difficult as people tend to plant flowers at the grave sites.

Clr Smith further added that he is allergic to all chemicals and he would not like to visit a grave site and not be able to be there because of chemicals.

Clr Keir

5. In relation to my question 1, have we heard back from the traffic committee

The Director Engineering Services advised that the matter was the subject of a recommendation to Council from the September Local Traffic Committee.

Reports of Delegates and Representatives

9/2011/7 Award Consultative Committee Minutes – May and July

Resolution:

1. That Council received and note the minutes of the Award Consultative Committee meeting for 10 May and 19 July 2011.

Moved: Clr Colless

Seconded: Clr Smith

CARRIED

Reservation of items for Debate

Nil

Reports of Officers

9/2011/8 Council decisions Action Report – 23.08.11

Resolution:

1. That the report be received and noted.

Moved: Clr Woodock

Seconded: Clr Greenaway

CARRIED

9/2011/9 Circulars received from the Local Government Department of Premier and Cabinet - September 2011

Resolution:

1. That the information contained in the Departmental circulars 11-19 to 11-21 from the Local Government Division Department of Premier and Cabinet be received and noted.

Moved: Clr Smith

Seconded: Clr Keir

CARRIED

WALGETT SHIRE COUNCIL AGENDA

9/2011/10 Circulars received from the NSW Local Government and Shires Association of NSW – September 2011

Recommendation:

That:

1. The information contained in the weekly circulars from the NSW Local Government and Shires Association be received and noted.

Moved: Clr Lane

Seconded: Clr Colless

CARRIED

9/2011/11 Monthly Calendar – September 2011

Resolution:

1. That Council receive and note the regular monthly calendar for the period September to November 2011.

Moved: Clr Greenaway

Seconded: Clr Lane

CARRIED

9/2011/12 Fees for Mayor and Councillors 2011/2012

A motion that:

1. the Councillor fee for 2011/12 be \$9,500
2. the Mayoral fee for 2011/12 be \$20,000

Moved: Clr Greenaway

Seconded: Nil

FAILED FOR THE WANT OF A SECONDER

Recommendation:

That:

1. the Councillor fee for 2011/12 be \$9,970
2. the Mayoral fee for 2011/12 be \$21,770
3. 25% of the Mayoral fee be allocated to the Councillor who occupies the position of Deputy Mayor
4. That as a policy, Councillor fees in future be set at the maximum level set by the Local Government Remuneration Tribunal.

Moved: Clr Colless

Seconded: Clr Martinez

CARRIED

11:08am Clr Colless left the meeting

9/2011/13 Closedown of Administration over Festive Season

Resolution:

1. Council operations close for the three days 28th to 30th December 2011 and the General Manager make satisfactory arrangements for the maintenance of essential services and provision of emergency call out services.
2. The closedown be effectively notified to residents along with details of essential service and emergency call out arrangements

Moved: Clr Woodcock

Seconded: Clr Keir

CARRIED

11:10am Clr Colless returned to the meeting

WALGETT SHIRE COUNCIL AGENDA

9/2011/14 Ordinary Council meetings – Dates and Venues for 2012

Resolution:

1. That the schedule of Ordinary Council Meetings for 2012 be outlined as follows:

14th February – Walgett
27th March – Lightning Ridge
24th April – Collarenebri
22nd May – Walgett
26th June – Walgett
24th July – Rowena
28th August – Walgett
25th September – Carinda
23rd October – Walgett
27th November – Burren Junction
18th December - Walgett
and that the meetings commence at 10.00am

Moved: Cllr Greenaway

Seconded: Cllr Lane

CARRIED

WALGETT SHIRE COUNCIL AGENDA

9/2011/15 Delegates and Representatives to, and members of External bodies

Resolution:

1. That members, representatives and delegates be as outlined in the attached schedule with the following amendments:

| COMMITTEE | OFFICER | COUNCILLOR. |
|--|---|---|
| Australian Airports Association | Director Urban Infrastructure Services | Not Required |
| Bushfire Management Committee | Director Engineering Services | Clr Keir |
| Camps on Claims Working Group (<i>Status to be determined</i>) | Director Planning and Regulatory Services | Clr Lane |
| Castlereagh Macquarie County Council | | Clr Woodcock and Clr Greenaway |
| Collarenebri Community Working party | Manager Community Services and General Manager | Clr Smith |
| Community Safety Precinct Committee | General Manager | Mayor and Deputy Mayor |
| Lightning Ridge & Surrounding Opal Fields Management Reserve Trust | Director Planning and Regulatory Services | Clr Lane |
| Floodplain Management Authorities Group | Director Urban Infrastructure Services | TO BE INVESTGATED |
| Inland Tourism Organisation | Tourism Development Officer & General Manager | Clr Martinez and Clr Lane |
| Kamilaroi Highway Group | Tourism Development Officer | Not Required |
| Lightning Ridge Advisory Board | General Manager | Delegate Clr Lane
Alternate Clr Murray |
| Lightning Ridge Tourism Board | General Manager | Clr Woodcock |
| Lightning Ridge Community Working Party | Manager Community Services and General Manager | Mayor and Clr Waiford |
| Local Emergency Management Committee | General Manager as LEMO | Mayor |
| Local Government Group of the Namoi Catchment Management Authority | Director Urban Infrastructure Services | Clr Greenaway |
| Local Traffic Committee | Director Engineering Services and General Manager | Clr Colless and Clr Martinez |
| Mungindi Menindee Advisory Council | | Clr Greenaway and Clr Murray |
| Namoi peel Catchment Customer Service Committee | Director Urban Infrastructure Services | Clr Greenaway |
| Netwaste | Director Urban Infrastructure Services | Not Required |
| Northwest Slopes & Plains Cooperative Library Service | Director Corporate Services and General Manager | Clr Smith and Clr Keir |
| Orana Regional Organisations of Council – GMAC | General Manager | Not Required |
| Orana Regional Organisations of Council (OROC) | General Manager | Mayor and Deputy Mayor |
| Outback Arts Incorporated | Director Corporate Services | Clr Keir |
| Plant Committee | Director Engineering Services and General Manager | Clr Colless, Clr Woodcock and Clr Greenaway |
| Regional Development Australia - Orana | General Manager | Clr Lane |
| Regional Procurement Initiative | Director Engineering Services | Not Required |
| Rural Bush Fire Group Management | Director Engineering Services | Clr Keir |
| Saleyards Advisory Committee | Director Urban Infrastructure Services | Clr Colless |
| Shire's Association of NSW C Division | General Manager | Mayor and Deputy Mayor |
| Western Division of the Shire's Association | General Manager | Mayor and Deputy Mayor |
| Walgett Community Working Party | Manager Community Services and General Manager | Mayor |
| Walgett Community College Board | | Clr Murray |
| Walgett Shire Interagency Group | General Manager | Clr Keir |
| Weight of Loads Committee | Director Engineering Services | Clr Colless and Clr Martinez |
| Home and Community Care (HACC) | General Manager | Clr Keir |
| Namoi House Inc | General Manager | Clr Greenaway |

Moved: Clr Lane
Seconded: Clr Smith

CARRIED

WALGETT SHIRE COUNCIL AGENDA

11.36am Clr Lane left the meeting
11.37am Clr Lane returned to the meeting

9/2011/16 New Lightning Ridge Town Bore Site - Licence

Resolution:

1. That Council endorse the action taken in securing a temporary licence (R1 491528) over part of lot 2 DP 1167811 for the establishment of the new Lightning Ridge town bore the licence and execute the agreement with the NSW Department of Primary Industries under the Common Seal of Council.

Moved: Clr Martinez

Seconded: Clr Lane

CARRIED

9/2011/17 Proposed Compulsory Acquisition of Land – Woolaroo Road – Lightning Ridge

Resolution:

That:

1. Council acquire by compulsory acquisition the land described as Lots 1004, 1005, 1006 & 1007 in Deposited Plan 1117849 under section 178 of the Roads Act 1993 for Road Construction and Dedication.
2. Council apply to the Minister and/or Governor for approval to acquire the subject land by compulsorily process under the Land Acquisition (Just Terms) Compensation Act 1991.
3. That all minerals are to be excluded from the compulsory acquisition of the subject land.
4. That upon acquisition, the subject land be classified operational land.
5. That any necessary documentation be executed under the common seal of Council.

Moved: Clr Lane

Seconded: Clr Smith

CARRIED

WALGETT SHIRE COUNCIL AGENDA

9/2011/18 Matters Generally for Brief Mention or Information only from General Manager – September 2011

Recommendation:

1. That the matters listed by the General Manager for brief mention or information be received and noted.
2. That Council accepts the subsidy of \$16,186.00 from Special Broadcasting Service for the purpose of providing SBS for Walgett, and Council authorise the General Manager to execute the documentation required.

Moved: Clr Lane

Seconded: Clr Colless

CARRIED

9/2011/19 Cash on Hand and Investment Report as at 31 August 2011

Resolution:

1. That the cash on hand and investment report as at 31 August 2011 be received.

Moved: Clr Lane

Seconded: Clr Greenaway

CARRIED

9/2011/20 Outstanding Rates & Charges Report as at 30 June 2011

Resolution:

1. That Council note the Outstanding Rates & Charges Report as at 30 June 2011.

Moved: Clr Smith

Seconded: Clr Lane

CARRIED

WALGETT SHIRE COUNCIL AGENDA

9/2011/21 Non Urban Water Connection Request, Collarenebri

Resolution:

That the matter be deferred for further investigations:

- Ascertain the history of the connection and if there is an agreement
- Ascertain what the town supply capacity is
- Have a discussion with the new operator of the commercial premises and see what level of water supply is required
- Send a letter to Richard Cochrane outlining what action Council is taking.

Moved: Clr Lane

Seconded: Clr Greenaway

CARRIED

9/2011/22 Draft Policy Geological Resource Exploration on Council land

Resolution:

That Walgett Shire Council resolve to:

1. Adopt the draft policy titled "P&R – Geological Resource Exploration on Council Land" and place the policy on public exhibition for a period of 28 days for public comment as required under the Local Government Act 1993.

Moved: Clr Greenaway

Seconded: Clr Keir

CARRIED

WALGETT SHIRE COUNCIL AGENDA

- 12:15pm Clr Keir declared a non-pecuniary interest in the following item as she was the applicant for the Come By Chance Hall items and left the meeting.
- 12:15pm Clr Murray declared a pecuniary interest in the following item as he is the applicant for the 'Milrea' Barracks item and left the meeting.
- 12:15pm Clr Lane as Deputy Mayor assumed the role of Chairperson

9/2011/23 Local Heritage Fund grant applications 2011-2012

Resolution:

That Walgett Shire Council resolve to:

1. Disperse \$13,675 from the Walgett Shire Council Local Heritage Fund 2011-2012 in the following manner:
 - (a) \$2,500 for floor repair and treatment of the Come-by-Chance hall, Colless St., Come-by-Chance.
 - (b) \$3,675 to finish restoration & painting of the "Glenburnie" stables, Burren Junction.
 - (c) \$4,500 for restoration & conservation of the "Milrea" barracks, Walgett.
 - (d) \$3000 for fencing at Burren Junction CWA Hall.
2. Note that \$11,825 has not yet been allocated from the local heritage fund budget and request Council's Heritage Advisor to encourage further grant applications from any eligible and interested parties for Council's consideration.

Moved: Clr Smith

Seconded: Clr Martinez

CARRIED

- 12:17pm Clr Murray returned to the meeting and assumed the role of Chairperson
- 12:18pm Clr Keir returned to the meeting

WALGETT SHIRE COUNCIL AGENDA

9/2011/24 Development Application, LPG Storage Tank

Resolution:

That Walgett Shire Council resolve to:

1. Approve Development Application 2011/018 by Hazkem Pty Ltd on the Caltex Service Station site (lot 2, DP 623130) at the corner of Morilla and Onyx Streets at Lightning Ridge, subject to the conditions of development consent recommended by Walgett Shire Council's Director of Planning & Regulatory Services. The proposed development includes:
 - (a) Removal of a 4.2 kilolitre above ground LPG storage vessel.
 - (b) Installation of a 14.5 kilolitre above ground LPG storage vessel.
 - (c) Construction of a fire rated block wall.

Moved: Clr Martinez

Seconded: Clr Lane

CARRIED

Planning Division:

For: Clr Martinez, Clr Smith, Clr Lane, Clr Keir, Clr Woodcock, Clr Greenaway, Clr Colless, Clr Murray

Against: Nil

Note: Clr Walford was absent at this meeting

WALGETT SHIRE COUNCIL AGENDA

9/2011/25 Submission to vary the Codes SEPP 2008

Resolution:

That Walgett Shire Council resolve to:

1. Endorse the submission of a request to the Department of Planning & Infrastructure for a local variation to State Environmental Planning Policy (Exempt and Complying Development) 2008 to remove the following requirements under 'Part 3A Rural Housing Code' for the Walgett LGA:
 - (a) Sub-clause 3A.2(1)(a), 3A.3(1)(a) and 3A.5(1)(a) for dwellings, alterations and ancillary development in an RU1 equivalent zone which requires a minimum lot size of 4,000m².
 - (b) Sub-clause 3A.19(e)(iv) which requires a dwelling house or outbuilding to be located at least 250m away from any land used for mines.
2. Note that the intent of requesting a variation to State Environmental Planning Policy (Exempt and Complying Development) 2008 is to re-instate dwellings (mining camps) on the 'preserved' opal fields as a form of complying development under the Environmental Planning & Assessment Act 1979.

Moved: Clr Lane
Seconded: Clr Smith

CARRIED**Planning Division:**

For: Clr Martinez, Clr Smith, Clr Lane, Clr Keir, Clr Woodcock, Clr Greenaway, Clr Colless, Clr Murray
Against: Nil

Note: Clr Walford was absent at this meeting

9/2011/26 2010-2011 State of Environment Report

Resolution:

That Walgett Shire Council resolve to:

1. Note the draft Walgett Shire State of the Environment Report for 2010-2011.
2. Publicly exhibit the draft Walgett Shire State of the Environment Report for 2010-2011 for a minimum of two weeks and invite public submissions on the report, including:
 - (a) Advertising in the Walgett Spectator and The Ridge News.
 - (b) Advertising and making the report available via Councils' web site.
3. Consider any submissions received from the public regarding the draft Walgett Shire State of the Environment Report for 2010-2011 at the end of the public exhibition period.

Moved: Clr Lane
Seconded: Clr Keir

CARRIED

WALGETT SHIRE COUNCIL AGENDA

9/2011/27 Companion Animal Welfare Scheme 2011-2012

Resolution:

That:

1. Allocate a budget of \$8,000 from contingencies fund for sponsorship of the RSPCA NSW 2011 Companion Animal Welfare Scheme (CAWS) in Walgett Shire.
2. Inform the RSPCA NSW via letter that Walgett Shire Council:
 - (a) Has allocated \$8,000 for 2011/2012 to support the CAWS program. This money will be paid upon completion of the proposed program and the supply of a suitable invoice.
 - (b) Will provide microchips to identify animals treated under the program.
 - (c) Thanks the RSPCA for its ongoing efforts within the Walgett Shire to improve companion animal welfare.

Moved: Clr Lane

Seconded: Clr Woodcock

CARRIED

9/2011/28 Review of Water Metre Policy

Resolution:

1. Council note the following amendments of Water Meter Policy Rev. 2:
 - a. Policy Statement
 - b. Section A.5.1 – Policy Statement
 - c. Section C – Water Flow Restrictors or Cutting Off Water Supply
 - d. Section A – Change of Affectivity to 01/07/12.
 - e. Section A.7 – Charging Revenue Policy to 2012/13 of Management Plan
 - d. Section Header – Change of Adoption Date to 27/09/2013 and Review Date to 27/09/2013.
 - e. Section B.7 - Charging Revenue Policy to 2012/13 of Management Plan
2. Council approve the Water Meter Policy Rev. 2 effective 27 September 2011.

Moved: Clr Lane

Seconded: Clr Martinez

CARRIED

WALGETT SHIRE COUNCIL AGENDA

9/2011/29 Matters Generally for Brief Mention or Information from Director Urban Infrastructure Services

Resolution:

1. That the matters listed by the Director Urban Infrastructure Services for brief mention or information only be received and noted.

Moved: Clr Lane

Seconded: Clr Smith

CARRIED

9/2011/30 Burren Junction Issues Update – September 2011

Recommendation:

1. That Walgett Shire Council receives and note the progress of the issues

Moved: Clr Lane

Seconded: Clr Greenaway

CARRIED

9/2011/31 Auslink Roads to Recovery 2011-2012 Projects

Resolution:

That Walgett Shire Council endorse the Programme of Works proposed for 2011/2012 and note that the works will only proceed subject to the availability of funding except for the Come By Chance item, which is to be deferred until after the 2011 harvest season.

Moved: Clr Colless

Seconded: Clr Greenaway

CARRIED

9/2011/32 Monthly Report from Director Engineering Services – September 2011

Resolution:

That Council receive and note the regular Monthly Road & Bridge Report

Moved: Clr Lane

Seconded: Clr Smith

CARRIED

Reports of Committees

Nil

Questions for the next Meeting

Clr Woodcock

Question 1:

I sent an email in this morning regarding a lady in the Ridge whose yard is continually flooded.

Response:

The General Manager advised that he saw the email and will contact Clr Woodcock later in relation to the matter.

Clr Smith

Question 1:

When could the trees be planted and guards put in, in the main street, Collarenebri?

Response:

The Director Urban Infrastructure Services advised that he will would take the matter on notice.

Clr Colless

Question 1:

Where did we get the money for the grandstand at No1 oval and what is the costing and progress?

Response:

The Director Urban Infrastructure Services advised that he would take the matter on notice.

Clr Greenaway

I would like to advise Council to have a public meeting in relation to the Coal Seam Gas issues, so that the public can show their backing for Council's actions in relation to the issue.

Response:

No Action required.

Question 1:

Is there a men's shed in Walgett?

Response:

Clr Keir advised that she suspected that the one with the AMS is still operational. She further advised that she will investigate.

Clr Martinez

Clr Martinez advised that he will be an apology for next meeting as he will be away.

Response:

Noted

WALGETT SHIRE COUNCIL AGENDA

Clr Murray

Question 1:

There are four lights that need replacing in Wee Waa Street to Fox Street?

Response:

The Director Urban Infrastructure Services advised that he will take on notice.

Question 2:

The light pole in front of Landmark in Fox Street, when is it going to be replaced?

Response:

The Director Urban Infrastructure Services advised that he will take on notice.

Question 3:

Can we have a report on the residential and light industrial land available in Walgett and Lightning Ridge for possible development and or sale?

Response:

The Director Urban Infrastructure Services advised that he will take on notice.

Question 4:

Can the pot holes in the bitumen road to Namoi Reserve/George Sands Way be fixed?

Response:

The Director Engineering Services advised that he will take on notice.

Question 5:

Can we grade the bitumen road from the Gingie Mission to Conrad Bolton irrigation channel as it is dangerous in parts?

Response:

The Director Engineering Services advised that he will take on notice.

Question 6:

Gravel be replaced on the bottom of the Barokaville Creek Bridge, (RTA Floodway) has this been done?

Response:

The Director Engineering Services advised that he will take on notice.

Disclosure Returns

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:

| | | |
|---------------------------|-----------------------------|-----------------------------|
| Raju Ranjit | Shane Roberts | Mark Ward (2009/2010) |
| Mark Ward (2009/2010) | Gregory Leersen (2010/2011) | Gregory Leersen (2009/2010) |
| Alana Copelin (2009/2010) | Alana Copelin (2010/2011) | Prafulla KC |
| Clarence Chape | Siefredo O Coralde | Roy White (2009/2010) |
| Roy White (2010/2011) | Matthew Goodwin | Clr Manuel Martinez |
| Clr Ian Woodcock | Clr Gustavus Murray | Clr Lawrence Walford |
| Clr Kelly Smith | Clr David Lane | Clr Geoffrey Colless |

WALGETT SHIRE COUNCIL AGENDA

9/2011/33 Move into Closed Session at 1.09pm

Resolution:

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

- (a) personnel matters concerning particular individuals (other than councillors)

Moved: Clr Lane

Seconded: Clr Smith

CARRIED

1.09pm Clr Martinez declared a non pecuniary interest in the following item as he attended the accident while working as ambulance officer and left the meeting

Confidential Reports/Closed Council meeting

9/2011/34 Accident at Lightning Ridge Bore Baths

Resolution:

1. That the matter be referred to Council's solicitors for an opinion.

Moved: Clr Colless

Seconded: Clr Woodcock

CARRIED

1:17pm Clr Martinez returned to the meeting

9/2011/35 Performance Review of General Manager

Recommendation:

That the process with regards the General Manager's performance review be as follows:

- a. Council conduct the formal performance review meeting with the General Manager at the end of the October Council Meeting to be held in Walgett on Tuesday 25 October 2011.
- b. Any questions of the General Manager to be forwarded in writing by the Mayor prior to the close of business on Friday 7 October 2011.
- c. The General Manager respond to questions and address other relevant matters in a Confidential Report to the October Council Meeting.
- d. A "written statement" prepared pursuant to Section 7.10 of the General Manager's contract be provided to the General Manager prior to the November 2011 Council Meeting.
- e. The key priorities for the General Manager in 2010/11 be as outlined in the above report.

Moved: Clr Keir
Seconded: Clr Smith

CARRIED

Close of Meeting

9/2011/36 Return to Open Session at 1.25pm

Resolution:

That Council return to Open Session.

Moved: Clr Greenaway
Seconded: Clr Woodcock

CARRIED

6/2011/37 Adoption of Closed Session Reports

Resolution:

That Council adopt the following resolutions of the Closed Committee:

1. Accident at Lightning Ridge Bore Baths
2. Performance Review of General Manager

Moved: Clr Woodcock
Seconded: Clr Greenaway

CARRIED

WALGETT SHIRE COUNCIL AGENDA

Close of Meeting

The meeting closed at 1.18pm

To be confirmed at the meeting of Council to be held on Tuesday 25 October 2011

Mayor

General Manager

Minutes of Council meeting –22 September 2011

Recommendation:

That the minutes of the Council meeting held 22 September 2011 be confirmed.

Moved:

Seconded:

Reserve Trust Management Committee Reports

Nil

Mayoral Minutes

Nil

Motions of which Notice has been given

Motion of Notice – Representation on the Local Community Working Parties

Motion:

That Council has a discussion on our representation to the Local Community Working Parties and the general operations of these bodies.

Moved: Clr Greenaway

Seconded:

Presentation of Petitions

N/A

Councillors Questions From Last Meeting

Clr Woodcock

Question 1:

I sent an email in this morning regarding a lady in the Ridge whose yard is continually flooded.

Response:

The General Manager advised that he saw the email and will contact Clr Woodcock later in relation to the matter.

The Director Urban Infrastructure Services advised that he has investigated and found out that the lady complainant lives on a block of land that is lower than her neighbour/s. From her side of the fence, the ground was wet. Her lady neighbour has a large garden with trees and shrubs planted along the fence which is being watered daily. Our Team Leader at Lightning Ridge suggested the alleged offending neighbour not to water her trees and shrubs for a couple of days and let the ground dry out before watering again and not to saturate the ground causing water to run off onto her neighbour's land who lives in a lower block of land. We have advised the owner that her trees and shrubs are big enough to go without water for a longer period without being stressed. The owner agreed. We have received no complaints since then.

Clr Smith

Question 1:

When could the trees be planted and guards put in, in the main street, Collarenebri?

Response:

The Director Urban Infrastructure Services advised that work started on 13 October 2011 and should be completed within 3-4 days.

Clr Colless

Question 1:

Where did we get the money for the grandstand at No1 oval and what is the costing and progress?

Response:

The Director Urban Infrastructure Services advised that Council allocated \$35,000 from the Round 3 Regional Projects grant. The procurement cost is \$34,000 for the supply and installation of a 5-tier fixed grandstand. He further advised that an engineer's certificate is required and consultation with Council's Planning section prior for delivery/installation.

Clr Greenaway

I would like to advise Council to have a public meeting in relation to the Coal Seam Gas issues, so that the public can show their backing for Council's actions in relation to the issue.

Response:

No Action required.

Question 1:

Is there a men's shed in Walgett?

Response:

Clr Keir advised that she suspected that the one with the AMS is still operational. She further advised that she will investigate.

The General Manager has advised that it has since been ascertained that it is not operational. A query has now been received concerning the establishment of a Walgett Men's Shed and a meeting is to be held shortly with interested parties.

Clr Martinez

Clr Martinez advised that he will be an apology for next meeting as he will be away.

Response:

Noted

WALGETT SHIRE COUNCIL AGENDA

Clr Murray

Question 1:

There are four lights that need replacing in Wee Waa Street to Fox Street?

Response:

The General Manager advised that the matter has been referred to Essential Energy for attention.

Question 2:

The light pole in front of Landmark in Fox Street, when is it going to be replaced?

Response:

The Director Urban Infrastructure Services advised that he has discussed with Essential Energy and they will inform Council when it is scheduled to be fixed.

Question 3:

Can we have a report on the residential and light industrial land available in Walgett and Lightning Ridge for possible development and or sale?

Response:

The Director Urban Infrastructure Services advised that he is currently discussing with the Land and Property Management Authority regarding the classification of the land. He further advised that a progress report will be provided at the next meeting.

Question 4:

Can the pot holes in the bitumen road to Namoi Reserve/George Sands Way be fixed?

Response:

The Director Engineering Services advised that staff have completed this request.

Question 5:

Can we grade the bitumen road from the Gingie Mission to Conrad Bolton irrigation channel as it is dangerous in parts?

Response:

The General Manager advised that the history of this road is being researched with a view to replacing a detailed report to the November Meeting.

Question 6:

Gravel be replaced on the bottom of the Barokaville Creek Bridge, (RTA Floodway) has this been done?

Response:

The Director Engineering Services advised that staff have completed this request.

Reports of Delegates and Representatives

1. AWARD CONSULTATIVE COMMITTEE MINUTES

REPORTING SECTION: General Manager
AUTHOR: Don Ramsland – General Manager
FILE NUMBER: 09/1894

Summary:

This report recommends that Council receive and note the minutes of the Award Consultative Committee Minutes for 20 September, 2011.

Background:

The Award Consultative Committee is designed to provide a forum for consultation between council, council staff and unions to enhance the efficiency and productivity of the Council. The Award Consultative Committee consists of employee representatives from each Union, representatives from management as well as an observer from the United Services Union. The Award Consultative Committee generally meets every month and discusses issues relating to policies and procedures, positions descriptions, organisation structure, training, salary system, and appraisals.

Current Position:

At its February Meeting, it was resolved that the Award Consultative Committee now meet every month.

Relevant Reference Documents/Policies:

Walgett Shire Council Policies & Procedures
Organisational Structure

Governance issues:

The Award Consultative Committee will make decisions based on consensus of its members.

Environmental issues:

Nil

Stakeholders:

Walgett Shire Council staff

Financial Implications:

Nil

Alternative Solutions/Options:

Nil

Conclusion:

The committee is an essential part of the industrial relations interface between Council management and the staff. The Committee only makes comment and recommendations to management.

Award Consultative Committee Minutes

Recommendation:

1. That Council received and note the minutes of the Award Consultative Committee meeting for 20 September 2011.

Moved:

Seconded:

Attachments:

Award Consultative Committee Minutes – 20 September 2011

**MINUTES OF THE MEETING
WALGETT SHIRE COUNCIL CONSULTATIVE COMMITTEE**

The following are minutes of the Walgett Shire Council Consultative Committee Meeting held on Tuesday 20th September 2011 in the Walgett Council Chambers, meeting room commencing at 11.25am

1. PRESENT

| | |
|-----------------|--|
| Andrew Bostock | Committee Member (United Services Union) |
| Raju Ranjit | Committee Member (LGEA Representative) |
| David Callander | Committee Member (United Services Union) |
| Donald Ramsland | Management Representative |
| Roy White | Management Representative |
| Matthew Goodwin | Committee Member (DEPA Representative) |
| Terry Dray | Observer (United Services Union) |
| Bronwyn Newton | Human Resources Manager |

2. APOLOGIES

Andrew Wilson Committee Member (DEPA Representative)

3. BUSINESS ARISING

3.1 Clause 11 – Payment of Employees (v) – Local Government (State) Award 2010

The draft Natural Disaster (Climatic Circumstances) Policy was circulated to the Committee members for review and comments.

United Services Union Representative, Mr Terry Dray made the suggestion that the document should state “Operational Policy” so that it doesn’t have to be advertised and placed on public display for the Community. General Manager, Mr Don Ramsland advised that he will amend the document to be a “SOP – Standard Operating Procedure”.

General Manager, Mr Don Ramsland advised the Committee that

1. Policies – must be advertised for the Community to view
2. Codes – can be varied by the Council
3. Procedures – are for Operational matters

The Committee were advised the amended draft Natural Disaster (Climatic Circumstances) Standard Operating Procedure would be forwarded to United Services Union Representative, Mr Terry Dray for the United Services Union to review and make comments. A copy of the draft Natural Disaster (Climatic Circumstances) Standard Operating Procedure is circulated to the staff.

Action:

The draft Natural Disaster (Climatic Circumstances) Standard Operating Procedure be forwarded to United Services Union Representative, Mr Terry Dray for the United Services Union to review and make comments. A copy of the draft Natural Disaster (Climatic Circumstances) Standard Operating Procedure is circulated for the staff to view.

4.2 Election of new Committee members -2

The Committee was advised that United Services Union Representative, Mr Terry Dray will arrange a meeting at the Walgett Depot. The meeting will be arranged with Director of Engineering Services, Mr Raju Ranjit with the following times suggested Monday morning or Thursday pay week afternoon.

General Manager, Mr Don Ramsland advised that Council could arrange a bbq to follow the meeting on a pay Thursday.

Action:

United Services Union Representative, Mr Terry Dray, to arrange a meeting with the outdoor staff in conjunction with Director of Engineering Services, Mr Raju Ranjit to encourage new members for the Consultative Committee.

4.3 Consultative Committee Training

Human Resources Manager, Ms Bronwyn Newton advised that Consultative Committee training has been added to Council's training plan and will be arranged once new members are elected.

Action:

Human Resources Manager, Ms Bronwyn Newton to arrange Consultative Committee Training once new members are elected.

4.4 Customer Service Officer Job Evaluations

The Committee was advised by the Human Resources Manager, Ms Bronwyn Newton that the Mercer CED Job Evaluations on Customer Service Officer (Engineering) and Customer Service Officer (Planning & Regulation) positions had been completed. The Committee was advised that the proposed gradings for Customer Service Officer (Engineering) had been assessed as a Grade 4 and the Customer Service Officer (Planning & Regulations) had been assessed as a Grade 3.

The Committee was advised that these proposed gradings would be forwarded to the General Manager, Mr Don Ramsland for his approval to implement.

Action:

Human Resources Manager, Ms Bronwyn Newton to forward the proposed Mercer CED Job gradings of Customer Service Officer (Engineering) & Customer Service Officer (Planning & Regulation) to the General Manager, Mr Don Ramsland for him to implement.

4.5 Flexible Work Practices

The draft Flexible Work Practices and the Time In Lieu documents were circulated to the Committee members for review and comments.

General Manager, Mr Don Ramsland advised that investigations have been unable to confirm if the flexitime agreements had been processed through the system and adopted. David Callander advised Emma Darcy and Ian Taylor implemented the system on a three (3) month trial and were then to review the system. It appears this review was not followed up and no further consultation with the staff occurred.

The Committee was advised General Manager, Mr Don Ramsland has suggested the following changes:-

- 1- Reduced accrual hours from 5 days to 3 days
- 2- No leave in advance
- 3- If working 8.15am to 5.00pm must take a hour lunch break

Andrew Bostock enquired how the flexitime is recorded. Human Resources Manager, Ms Bronwyn Newton advised that Ian Taylor developed timesheets for the Indoor staff to utilise which keeps a running total of flexi time.

United Services Union Representative, Mr Terry Dray enquired about a nine (9) day fortnight agreement. Human Resources Manager, Ms Bronwyn Newton advised that hours of work are stated on all employees appointment letter. Some staff had signed the Staff Flexitime agreement which a copy was placed on their personnel files. All outdoor staff are on a nine (9) day fortnight however Council does not appear to have a nine (9) day fortnight agreement for staff to sign.

United Services Union Representative, Mr Terry Dray to forward a copy of Wellington Council's nine (9) day fortnight agreement for the General Manger, Mr Don Ramsland to review.

Action:

The Draft Flexible Work Practices and Time in Lieu documents to be circulated to the staff. United Services Union Representative, Mr Terry Dray to forward a copy of Wellington Council's nine (9) day fortnight agreement for the General Manger, Mr Don Ramsland to review.

4.6 Consultative Committee Constitution

The Committee discussed the Consultative Committee Constitution and areas to be amended. United Services Union Representative, Mr Terry Dray to forward suggested changes to Human Resources Manager, Ms Bronwyn Newton to circulate to members for consideration.

Action:

United Services Union Representative, Mr Terry Dray to forward suggested changes to the Consultative Committee Constitution to the Human Resources Manager, Ms Bronwyn Newton to circulate to members for consideration.

4.7 Mercer Salary System

General Manager, Mr Don Ramsland advised the Committee of the a memo that had been previously circulated to staff regarding how the Mercer Salary System could facilitate grade extensions between Grade 1 to Grade 4.

General Manager, Mr Don Ramsland to give the document to United Services Union Representative, Mr Terry Dray to review and discuss. The General Manager, Mr Don Ramsland also advised that Council need to review the competent and premium zone competency criteria.

David Callander suggested that Council also need to compare the Local Government (State) Award 2010 and the Mercer System in regards to payment for skills and qualifications. General Manager, Mr Don Ramsland advised that employees are paid for skills and qualifications that are relevant if an individual has higher skills and/or qualifications that are not relevant to Council and/or a requirement of the position then Council did not have to compensate the individual.

Matthew Goodwin left meeting 12.25pm

The Committee discussed different positions and compared gradings. Mr Roy White raised the grading of the Team Leader 2IC Urban Maintenance positions. Human Resources Manager, Ms Bronwyn Newton advised that this position has been identified to be re-evaluated. Roy White advised the employees formerly would have been entitled to a Leading Hand and/or Grave Digging allowance.

Action:

United Services Union Representative, Mr Terry Dray and General Manager, Mr Don Ramsland to meet and discuss the Mercer Salary System provisions for Grade extension between Grade 1 to Grade 4.

Human Resources Manager, Ms Bronwyn Newton to arrange to re-evaluate the Team Leader 2IC Urban Maintenance positions utilising the Mercer CED Job Evaluations procedure.

5. GENERAL BUSINESS

5.1 Probation review templates

The Probation review templates were forwarded to the Consultative Committee for review and endorsement. The Committee was advised the documents had been sourced from Wellington Council.

The Committee was advised the probationary reviews will be completed on the 4th week and 8th week of employment utilising the proposed Probationary Employment Review Interim template. The Committee was advised the probation review to be completed on the 11th week to determine if the probationary period should be extended, employment terminated or appointment confirmed will utilise the Probationary Employment Review Final template.

Human Resources Manager, Ms Bronwyn Newton advised the Probationary Employment Review Final template need to be amended to add Grade Recommendation.

David Callander enquired if the Union had any issues with these templates. United Services Union Representative, Mr Terry Dray advised that he was not aware of any Union issues.

RECOMMENDATION:

The Probationary Employment Review Interim template and Probationary Employment Review Final template be endorsed and circulated to the staff.

5.2 Training Plan

Human Resources Manager, Ms Bronwyn Newton advised the Committee the draft training plan had been created and further training was still being included with a few appraisals yet to be completed.

Human Resources Manager, Ms Bronwyn Newton advised that approx \$43,000 dollars had been either spent or committed in the training budget to date with a fair component of individual training already completed.

Human Resources Manager, Ms Bronwyn Newton advised that Council have budgeted to provide Essential, Higher Level Competency and Desirable training.

The Committee discussed Workcover licences (Backhoe, SkidSteer and Front End Loader) which will no longer exist as at 30th September 2011 and how Council is going to ensure it still carries out competency based assessments to ensure employees are competent to operate this machinery.

David Callander advised that Ian Taylor, Greg Leersen and himself had been working on competency based training for licences however this was put on hold and hasn't been pursued again. General Manager, Mr Don Ramsland suggested that Council utilise an outsourced company to provide this training.

General Manager, Mr Don Ramsland enquired how staff are informed of training arrangements. Human Resources Manager, Ms Bronwyn Newton advised that all staff receive a letter confirming the outcome of their appraisal and any training needs identified, once the training is arranged staff are issued with a memo regarding the training arrangements.

ACTION:

Human Resources Manager, Ms Bronwyn Newton to provide training updates to the Committee.

5.3 Administrative Services Officer

The position description for the Administrative Services Officer position was submitted with changes for the Consultative Committee to review and endorse.

The following amendments were suggested:

Amend Objective – Point 3 replace “OHS Act 2000, OHS Regulation 2001” with “Workplace Health & Safety Act 2011”.

Objective – Point 3 should read

“Perform work in accordance with the Workplace Health & Safety Act 2011 and Council’s OHS policies and procedures to ensure a safe place of work.

The Committee was advised the Administrative Services Officer position description will be evaluated utilising the Mercer CED Job evaluation system.

RECOMMENDATION:

That the Position Description for the Administrative Services Officer was endorsed with the above amendment.

Human Resources Manager to arrange the Administrative Services Officer position to be evaluated utilising the Mercer CED Job Evaluation process.

5.4 First Aid Allowance

Human Resources Manager, Ms Bronwyn Newton advised the Committee of issues surrounding the payment of the First Aid Allowance as follows:-

- # Inconsistency of who is receiving the allowance
- # Some employees receiving the allowance First Aid ticket has expired
- # Some of the First Aid kits have not been replenished and/or disappeared and not reported
- # Lone workers receiving the allowance just because they have a First Aid kit

David Callander suggested the current system is working.

General Manager, Mr Don Ramsland advised this was a management issue and would be reviewed to eliminate any anomalies.

RECOMMENDATION:

The Committee recommend that Management review the payment of the First Aid Allowance

5.5 Merit based system for selection

United Services Union Representative, Mr Terry Dray enquired if Council operate on Merit based selection for appointments – Does Council appoint the applicant with the highest points from interview?

WALGETT SHIRE COUNCIL AGENDA

Human Resources Manager, Ms Bronwyn Newton advised that the score from interviews is only one of the elements in determining merit based selection. Council short lists applications – subject to meeting the criteria, possessing skills/qualifications/experience, then interviews and conducts referee checks to select applicants for merit based appointments.

United Services Union Representative, Mr Terry Dray requested that an overview of Council's selection procedure be placed on the next agenda.

ACTION:

An overview of Council's Selection procedure be discussed at the next meeting.

5.6 Plant Operator (Pulvy Mixer)

The position description for the Plant Operator (Pulvy Mixer) position was submitted for the Consultative Committee to review and endorse.

The Committee discussed the essential Criteria of class "HC" drivers licence as the Pulvy Mixer machine only requires a class "C" driver's licence to operate. The Committee was advised that the operator would require class "HC" drivers licence to drive the truck (yet to be purchased) to move the Pulvy Mixer machine.

Human Resources Manager, Ms Bronwyn Newton advised that Council had called for expressions of Interest for staff to operate the Pulvy Mixer on the basis that they would require a class "C" driver's licence.

It was agreed that the Director Engineering Services, Mr Raju Ranjit will review the Plant Operator (Pulvy Mixer) position description and advise Human Resources Manager, Ms Bronwyn Newton.

The Committee was advised the Plant Operator (Pulvy Mixer) position description will be evaluated utilising the Mercer CED Job evaluation system.

RECOMMENDATION:

That the Position Description for the Plant Operator (Pulvy Mixer) be reviewed by Director Engineering Services, Mr Raju Ranjit.

Human Resources Manager, Ms Bronwyn Newton to arrange the Plant Operator (Pulvy Mixer) position to be evaluated utilising the Mercer CED Job Evaluation process.

6. MINUTES

The minutes of the Consultative Committee Meeting held on 19th July 2011 were confirmed and accepted.

Moved: Andrew Wilson
Seconded: Don Ramsland

7. NEXT MEETING

To be advised.

There being no further business the meeting closed at 1.20pm

I advise that in accordance with my delegated authority, the determinations of the Consultative Committee contained in this report are approved.

Signed: _____ Mr Don Ramsland, General Manager

DRAFT

2. OHS COMMITTEE MINUTES

REPORTING SECTION: General Manager
AUTHOR: Don Ramsland – General Manager
FILE NUMBER: 09/1594

Summary:

This report recommends that Council receive and note the minutes of the Occupational Health & Safety Committee Minutes for 8 September, 2011.

Background:

The OHS Committee is designed to provide a forum where health and safety problems can be identified and resolved, and where safe systems and procedures can be developed and monitored. A Committee promotes communication between management and employees to discuss health and safety in their workplace and make recommendations for improvements in these areas.

An OHS Committee can help prevent injuries and fatalities from occurring in the workplace.

Current Position:

The OHS Committee has recently been re-established with all representatives undertaking OHS Committee training. The OHS Committee consists of employee representatives and management representatives and will be meeting monthly to address any safety concerns.

Management is promoting workplace safety and will be actively taking steps to ensure all employees, visitors and contractors are working in safe environments and complying with workplace safety policies and procedures.

Relevant Reference Documents/Policies:

Walgett Shire Council Policies & Procedures
OHS Committee Constitution

Governance issues:

The OHS Committee will make decisions based on consensus of its members.

A revised OH&S policy and Procedural statement is attached to the Minutes. No changes have been made but the document needs to be re-affirmed by Council. This statement will need to be reviewed again shortly in the light of Legislative changes being introduced from 1 January, 2012.

Environmental issues:

Nil

Stakeholders:

Walgett Shire Council staff
Contractors
Visitors

Financial Implications:

Close security of incidents/accidents in Council's work place will result in better management of these issues leading to lower workers compensation premiums.

Alternative Solutions/Options:

Nil

Conclusion:

The committee has been implemented to promote workplace safety at Walgett Shire Council and serves as an important communication method between Council management and the staff. The Committee only makes comment and recommendations to management.

OH&S Committee Minutes

Recommendation:

1. That Council received and note the minutes of the Occupational Health & Safety Committee meeting for 8 September 2011.
2. Council re-affirm its commitment to the attached OH&S policy and procedure statement.

Moved:

Seconded:

Attachments:

Occupational Health & Safety Committee Minutes – 8 September 2011
OH&S Policy and procedure statement

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

The following are minutes of the Walgett Shire Council Occupational Health & Safety Committee Meeting held on Thursday 8th September 2011 in the Walgett Council Chambers, meeting room commencing at 2.20pm

1. PRESENT

| | |
|-----------------|---------------------------|
| Ramesh Sharma | Committee Member |
| Prafulla KC | Committee Member |
| Trevor Campbell | Committee Member |
| Michael Kennedy | Committee Member |
| MD Hasnat | Committee Member |
| Donald Ramsland | Management Representative |
| Raju Ranjit | Management Representative |
| David Callander | Ex Offio |
| Bronwyn Newton | Secretary |

2. APOLOGIES

Anthony Cochrane Committee Member

3. ELECT CHAIRPERSON, DEPUTY CHAIRPERSON & SECRETARY

The Committee discussed the need to nominate a Chairperson and Deputy Chairperson to manage the meetings.

Chairperson - Prafulla KC was nominated unopposed and accepted

Deputy Chairperson – The Committee proposed to nominate Anthony Cochrane subject to his availability and acceptance of position. To be confirmed at the next OHS Committee meeting.

Secretary – The General Manager advised the Committee, Council would provide a Secretary for the meetings.

4. GENERAL BUSINESS

4.1 OHS Committee Constitution

The Committee was advised that Committee members Trevor Campbell, David Callander & Bronwyn Newton reviewed the OHS Committee Constitution.

Bronwyn Newton advised the Committee of the changes made to OHS Committee Constitution.

The General Manager will review the Policy & Procedural statement and forward to Council for adoption. The General Manager will sign and reattach the adopted Policy & Procedural statement to the OHS Committee Constitution.

The General Manager suggested to the Committee to consider rolling elections to ensure that not all Committee members are replaced at one time. The General Manger advised that rolling elections enable half of the Committee representative positions to stand for election one year and the other half stand for election the following year. The Committee agreed to this proposal and noted that Clause 6 Membership of the OHS Committee Constitution will be amended to include rolling elections.

The Committee agreed to adopt the changes to the OHS Committee Constitution. A copy of the adopted document to be forwarded to the OHS Committee members with the minutes of the meeting.

RECOMMENDATION:

The OHS Committee Constitution be endorsed and circulated to all Committee members.

4.2 Depot & Library/VIC Inspections

The Committee discussed the Works Depot and the Library/Visitor Information Centre inspections completed at the OHS Training. It was noted that minimal progress had been made on the action list and therefore it was recommended that the General Manager provide an appropriate action list to the Directors to review, comment on and action outstanding tasks.

RECOMMENDATION:

The Committee recommended the General Manager provide an appropriate action list to the Directors to review, comment on and action outstanding tasks relating to the Works Depot and Library/Visitor Information Centre completed inspections.

4.3 Inspection List

The Committee discussed creating an inspection list to ensure that workstations are being inspected and reported to the OHS Committee.

It was agreed that all Committee members would undertake an inspection of the Walgett Shire Council Administration building before the next OHS meeting.

It was also agreed that the next two meetings would be held at Lightning Ridge Works Depot and Collarenebri Works Depot and that the Chairperson nominate members to undertake inspections at these locations prior to the meetings.

RECOMMENDATION:

The Committee recommended creating the following inspection list:-
Walgett Administration Building – all members to undertake inspection
Lightning Ridge Works Depot – Chairperson to nominate members to undertake Inspection
Collarneberi Works Depot – Chairperson to nominate members to undertake inspection

4.4 Future Meeting Dates

The Committee discussed creating a proposed calendar of future meeting dates. The Committee agreed to the following proposed schedule of future meeting dates:-

Thursday, 6th October 2011 – Lightning Ridge
Thursday, 3rd November 2011 – Collarenebri
Thursday, 1st December 2011 – Walgett

All meetings to commence at 2.30pm.

No meeting scheduled for January 2012.

RECOMMENDATION:

The Committee endorse the schedule for future meeting dates and locations as follows:-

Thursday, 6th October 2011 at Lightning Ridge
Thursday, 3rd November 2011 at Collarenebri
Thursday, 1st December 2011 at Walgett

No meeting scheduled for January 2012.

4.5 Secondary Members

The Committee discussed the idea of inviting of secondary members to OHS Committee meetings.

David Callander advised that Andrew Bostock thought he was still a current member of the OHS Committee as he was a Committee representative on the previous OHS Committee. Bronwyn Newton advised that the new Committee had been formed utilising the staff that attended the recent OHS Committee training.

Bronwyn Newton suggested that Andrew Bostock could be invited along to OHS meetings as a secondary member with any relevant OHS issues he would like to raise or alternatively seek representation on issues through current OHS Committee members.

All Committee members were encouraged to invite Secondary members along to future OHS Committee meetings.

4.6 Summary of Incident/Accidents

David Callander provided the committee with a summary of incident and accidents notified since 1st January 2011.

The Committee noted the report and discussed alternative duties for injured workers returning to work on light duties. The Committee was advised that currently Council does not have a list of alternative duties available and that many of the injured workers on light duties were placed in the store which is causing issues in this budget area.

WALGETT SHIRE COUNCIL AGENDA

The General Manager suggested that the Committee recommend that a provision be included in the budget for the return of injured workers undertaking alternative light duties.

The General Manager also suggested that he would like to review the Incident/Accident summary report format to include near misses reported, list action and/or recommendation. The General Manager will meet with David Callander to discuss this further.

David Callander advised the Committee that no one had been reporting near misses at this stage.

RECOMMENDATION:

The Committee recommend that Council create a budget provision for costings of injured workers on alternative light duties.

The Committee recommend that the General Manager discuss with David Callander the Incident/Accident report format and create a list of alternative duties for injured workers.

4.7 Committee Promotion

The Committee was asked to make suggestions on how to promote the newly formed OHS Committee. The following suggestions were made:-

- # Flyers to be attached to payslips
- # Minutes to be circulated to all staff
- # Poster promotion
- # Suggestion box
- # Newsletter to be attached to payslips

There being no further business the meeting closed at 3.20pm

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

Signed: _____ Mr Don Ramsland, General Manager



WALGETT SHIRE COUNCIL

HEALTH AND SAFETY POLICY AND PROCEDURAL STATEMENT

Walgett Shire Council is committed to providing and maintaining the best possible standard of Health and Safety for everyone working at Walgett Shire Council, including employees, contractors and visitors.

In realising its commitment, the Walgett Shire Council will comply with all relevant Health and Safety legislation.

It is recognised that the best way to manage Health and Safety is through management and Walgett Shire Council management and staff working together to identify and solve Health and Safety problems. Walgett Shire Council is committed to regular consultation with staff, and where necessary with contractors and suppliers of equipment and services, to make sure Health and Safety is being effectively managed.

Management

Senior management within the Walgett Shire Council acknowledge that there is a primary legal responsibility given to all those in management and supervisory positions for the health and safety of the people who work under their direction. Senior management will make sure that Health and Safety responsibilities are appropriately defined and delegated and that managers and supervisors receive necessary training and resources to carry out their Health and Safety responsibilities.

All managers and supervisors have a duty to provide and maintain, as far as is practicable, a working environment that is safe and without risk to health.

To carry out this responsibility managers and supervisors must:

- ensure the Walgett Shire Council Health and Safety policy and procedures are effectively implemented,
- ensure Health and Safety duties are identified and assigned to appropriate employees,
- ensure that regular discussion on Health and Safety between management and staff takes place,
- ensure that all procedures that relate to Health and Safety, such as purchasing, training, hazard management, first aid, emergency action and evacuation, are regularly revised and continue to meet Walgett Shire Council's Health and Safety needs and responsibilities,
- provide necessary information, training and appropriate supervision to all Walgett Shire Council's employees to enable them to understand and follow safe working procedures,

WALGETT SHIRE COUNCIL AGENDA

- investigate and report on all Health and Safety incidents and accidents so that weaknesses in Walgett Shire Council's Health and Safety system can be identified and corrected,
- keep up to date with developments in Health and Safety legislation and standards which impact on their work area,
- ensure that all contractors engaged to carry out work for the Walgett Shire Council understand the safety standards expected of them and meet these standards in the way they carry out their work,
- ensure that suppliers of equipment and services understand the safety standards expected of them and that the equipment meets appropriate standards and legislative requirements,
- monitor current Health and Safety performance and try to achieve a steadily improving standard of Health and Safety performance.

Employees

Staff of Walgett Shire Council have a legal responsibility to actively contribute towards maintaining a health and safe workplace.

To do this staff must:

- Work safely at all times to protect their own health and safety, and the health and safety of everyone with whom they work, and the health and safety of any other person who is at the worksite.
- Report to their supervisor any hazards, incidents or accidents they encounter in their working day.
- Cooperate with all safety programs and specify safe systems of work being implemented.
- Participate in Health and Safety consultation and training initiatives, and use personal protective equipment and clothing that is specified for their work and supplied by the Walgett Shire Council.

This Health and Safety policy will be regularly reviewed to take account of changes in how we do our work and changes in the legal requirements for Health and Safety.

Management of Walgett Shire Council seeks the cooperation of all employees in realising our Health and Safety objectives and in creating a healthy and safe working environment.

3. ORANA REGIONAL ORGANISATION OF COUNCIL (OROC) MINUTES OF MEETING

REPORTING SECTION: General Manager
AUTHOR: Don Ramsland – General Manager
FILE NUMBER: 09/54

Summary:

To consider the Minutes of the Meeting of the Orana Regional Organisation of Councils held on 29 July 2011 and 7 October 2011.

Background:

A meeting of the Orana Regional Organisation of Council's was held on 29 July 2011.

Current Position:

To receive and note the minutes of the Orana Regional Organisation of Council's meeting held 29 July 2011 and 7 October 2011.

At the late meeting, Bourke Shire moved the following recommendation

“That individual councils within OROC provide an indication to Bourke Shire Council whether they are prepared to cooperate with Bourke Shire Council in developing a regional approach in lobbying for systemic structural reforms associated with welfare and social management and economic development in less advantaged communities across NSW”

Walgett Shire Council has indicated that it will assist Bourke Shire in the implementation of this recommendation.

Relevant Reference Documents/Policies:

Minute of the Orana Regional Organisation of Council's held 29 July 2011 and 7 October 2011.

Governance issues:

Nil

Environmental issues:

Nil

Stakeholders:

Member Councils

Financial Implications:

Nil

Alternative Solutions/Options:

Nil

Conclusion:

Nil

Orana Regional Organisation of Council (OROC) Minutes of meeting

Recommendation:

1. That Council receive and note the minutes of the Orana Regional Organisation of Councils held on 29 July 2011 and 7 October 2011.
2. Note Council's representatives' commitments in relation to:
 - a. Social reform initiatives.
 - b. Natural Disaster Relief Scheme review.

Moved:

Seconded:

Attachments:

Minutes of Meeting held 29 July 2011 and 7 October 2011

Minutes of OROC Meeting
held at
Brewarrina Shire Council
Visitor Information Centre
on
Friday 29th July 2011
at 10.30am

Welcome

The Mayor of Brewarrina Shire, Clr Mathew Slack-Smith welcomed the OROC Board to Brewarrina and also extended warm congratulations to Clr Ray Donald on his recent appointment as President, Shires Association of NSW.

Chair of OROC, Clr Doug Batten welcomed Clr Bill Murray, Deputy Mayor of Walgett Shire Council; Glen Schuil, Acting General Manager Brewarrina Shire Council and Leonie Brown, Manager of Corporate Services, Bourke Shire Council to the OROC Board Meeting.

1. Stuart Gordon – CEO Outback Division of General Practice

Stuart Gordon gave an overview of the amalgamation, structure and services that will be offered by the new Medicare Local Boundaries and in particular the service that will assist primary health and aged care in far western NSW.

It is hoped with a submission offered to the Federal Government that the Outback Division of General Practitioners will be the corporate vehicle that takes the new company into transition to become the Medicare Local for Far Western NSW.

If this submission is not successful the Commonwealth may join Outback Division with another Medicare Local, and they become part of a larger geographic area.

1.1 Clr Ray Donald – President, Shires Association of NSW

Clr Donald stressed that LGSA are eager to expand a working relationship with ROCs and it is LGSA's intention to attend ROC meetings and help intercept and become more involved with ROCs.

The transition and formation to One Association will reduce duplication and offer formal representative working committees to take resolutions from communities to relevant Ministers and government agencies.

Clr Donald also acknowledged that NSW Electoral Commission was meeting with NSW councils as local government elections will be conducted in September 2012. Clr Donald suggested that legislation states that councils can conduct their own elections and significant savings can be made by councils running the election and considering NSW Electoral Commission as the conduit in this process.

2. Meeting Open and apologies

WALGETT SHIRE COUNCIL AGENDA

The meeting was opened at 11.20am by OROC Chair Clr Doug Batten.

Present: Clr Doug Batten, Gilgandra; Clr Allan Smith, Dubbo City; Clr Rex Wilson, Warren Shire; Mark Riley, Dubbo City; Paul Mann, Gilgandra Shire; Clr Ray Donald, Bogan Shire; Clr Andrew Lewis, Bourke Shire; Steve Loane, Warrumbungle Shire; Glen Schuil, Brewarrina Shire; Clr Matthew Slack-Smith, Brewarrina Shire; Ashley Wielinga, Warren Shire; Greg Lamont, Narromine Shire; Don Ramsland, Walgett Shire; Clr Bill Murray, Walgett Shire; Clr Bill McAnally, Narromine Shire and Belinda Barlow, Executive Officer.

Apologies: Clr Lilliane Brady, Cobar Shire; Gary Woodman, Cobar Shire; Rick Warren, Coonamble Shire; Clr Michael Webb, Coonamble Shire; Geoff Wise, Bourke Shire; Clr Ian Woodcock, Walgett Shire; Clr Peter Shinton, Warrumbungle Shire and John Walkom, Chair RDA Orana.

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

Moved: Clr Rex Wilson

Seconded: Clr Andrew Lewis

CARRIED

3. Confirmation of Minutes

OROC Meeting held 4th March 2011

Motion: *That the Minutes of the OROC meeting held in Cobar on Friday 20th May 2011 be accepted as a true and accurate record of that meeting.*

Moved: Clr Alan Smith

Seconded: Paul Mann

CARRIED

- Business arising from the meeting held Friday 20th May 2011

OROC's concerns regarding a clear funding strategy for Dubbo Base Hospital

Motion: *That the correspondence received from Federal Member for Parkes, Mark Colton; NSW Premier, Barry O'Farrell and Director Health and Hospitals Fund (representing Federal Minister for Health) be acknowledged by the OROC Board.*

Moved: Clr Bill McAnally

Seconded: Clr Andrew Lewis

CARRIED

GMAC Meeting held 6th May 2011

Motion: *That the Minutes of the GMAC meeting on 8th July 2011 in Dubbo, be accepted as a true and accurate record of that meeting.*

Moved: Paul Mann

Seconded: Greg Lamont

CARRIED

Recommendations from GMAC Meeting held 6th May 2011

Motion: *That the 7 recommendations contained within the GMAC Minutes from 8th July 2011 be adopted.*

Moved: Paul Mann

Seconded: Greg Lamont

CARRIED

Companion Animals Act

This issue is to be placed on the agenda for the next GMAC Meeting. GMAC and OROC consider that the Companion Animals Act is a state wide industry problem and encourages for a paper to be developed for presentation to LGSA that request additional supportive funding and resources from the State Government for local government to effectively enforce the Act, especially in rural and remote communities.

4. OROC Correspondence

Motion: *That the OROC correspondence be accepted by the OROC Board*

Moved: Mark Riley

Seconded: Clr Andrew Lewis

CARRIED

Action: Clr Ray Donald requested that the correspondence received from Shire's Association of NSW President is distributed to the OROC Board.

5. Financial Report

The financial report was tabled by the Executive Officer.

Motion: *That the OROC financial report for the period ending 30th June 2011, be accepted by the OROC Board*

Moved: Clr Bill McAnally

Seconded: Don Ramsland

CARRIED

6. Executive Officer's Report

The Executive Officers report was tabled.

Healthy Communities Initiative – School of Rural Health

Mark Riley, General Manager, Dubbo City Council, offered a declaration of interest to OROC, stating his wife is currently an employee of Sydney University, School of Rural Health.

Motion: *That OROC Executive Officer together with Sydney University's School of Rural Health pursues a Healthy Communities Initiative funding application under the current round of funding available.*

Motion: *That OROC provide \$1200 towards Sydney University's School of Rural Health focus group studies in Narromine and Gilgandra, with an undertaking that the \$1200 is considered in the budget of the funding application and reimbursed back to OROC on the success of funding.*

Moved: *Clr Andrew Lewis*

Seconded: *Clr Bill McAnally*

CARRIED

Motion: *That the Executive Officer's Report is accepted by the Board.*

Moved: *Clr Lilliane Brady*

Seconded: *Mark Riley*

CARRIED

7. General Business

General Business was discussed by the OROC Board.

7.1 713 Sales

Clr Andrew Lewis requested further information on 713 Sales, and was referred to LGSA for clarification and legal opinion.

7.2 Provision for FBT

Steve Loane raised the issue of provisions for FBT and appropriate adjustments on vehicles and the financial impost to Councils. This issue is to be put on the agenda for the next GMAC meeting and discussed further.

7.3 Resource Sharing

Sponsoring General Manager of the OROC Procurement Team, Ashley Wielinga gave an update to OROC on the Resource Sharing activities of OROC.

7.4 PSI Delta Findings – Lower Macquarie Valley

That Ashley Wielinga, will offer a presentation on the PSI Delta final report to the next OROC Board Meeting.

7.5 LGSA

Clr Ray Donald requested that July 2011 OROC Board papers be sent on to LGSA.

7.6 Destination 2036

A discussion was led by the OROC Chair, Clr Doug Batten on the upcoming Division of Local Government workshop 'Destination 2036' being held in Dubbo on 17th and 18th August 2011.

8. Close/Next Meeting

The next **OROC Board** meeting will be held on **Friday 7th October 2011 in Dubbo**. The OROC Executive Officer will organise and book accommodation and dinner on Thursday evening 6th October, 2011 in Dubbo.

The meeting closed at 12.50 pm.

Actions

- 1. Action:** *That PSI-Delta is invited to the next OROC Board meeting to present the final report and findings of the recent study undertaken by Narromine and Warren Shire Council.*
- 2. Action:** *Clr Ray Donald requested that the correspondence received from Shire's Association of NSW President is distributed to the OROC Board.*
- 3. Action:** *That the OROC Executive Officer organise accommodation and a dinner function for OROC members Thursday 6th October 2011*

Summary of Motions

Motion 1: *That the apologies be accepted by the OROC Board.*

Moved: Clr Rex Wilson

Seconded: Clr Andrew Lewis

CARRIED

Motion 2: *That the Minutes of the OROC meeting held in Cobar on Friday 20th May 2011 be accepted as a true and accurate record of that meeting.*

Moved: Clr Alan Smith

Seconded: Paul Mann **CARRIED**

Motion 3: *That the correspondence received from Federal Member for Parkes, Mark Colton; NSW Premier, Barry O'Farrell and Director Health and Hospitals Fund (representing Federal Minister for Health) be acknowledged by the OROC Board.*

Moved: Clr Bill McAnally

Seconded: Clr Andrew Lewis

CARRIED

WALGETT SHIRE COUNCIL AGENDA

Motion 4: *That the Minutes of the GMAC meeting on 8th July 2011 in Dubbo, be accepted as a true and accurate record of that meeting.*

Moved: Paul Mann

Seconded: Greg Lamont

CARRIED

Motion 5: *That the 7 recommendations contained within the GMAC Minutes from 8th July 2011 be adopted.*

Moved: Paul Mann

Seconded: Greg Lamont

CARRIED

Motion 6: *That the OROC correspondence be accepted by the OROC Board*

Moved: Mark Riley

Seconded: Clr Andrew Lewis

CARRIED

Motion 7: *That the OROC financial report for the period ending 30th June 2011, be accepted by the OROC Board*

Moved: Clr Bill McAnally

Seconded: Don Ramsland

CARRIED

Motion 8(i): *That OROC Executive Officer together with Sydney University's School of Rural Health pursues a Healthy Communities Initiative funding application under the current round of funding available.*

Motion 8(ii): *That OROC provide \$1200 towards Sydney University's School of Rural Health focus group studies in Narromine and Gilgandra, with an undertaking that the \$1200 is considered in the budget of the funding application and reimbursed back to OROC on the success of funding.*

Moved: Clr Andrew Lewis

Seconded: Clr Bill McAnally

CARRIED

Motion 9: *That the Executive Officer's Report is accepted by the Board.*

Moved: Clr Lilliane Brady

Seconded: Mark Riley

CARRIED

Motion 10: *That the Executive Officer's Report is accepted by the Board.*

Moved: Clr Lilliane Brady

Seconded: Mark Riley

CARRIED

WALGETT SHIRE COUNCIL AGENDA

WALGETT SHIRE COUNCIL AGENDA

Minutes of OROC Meeting

held at
Dubbo City Council
West Conference Room
on
Friday 7th October 2011
at 9.00am

- 1. Natural Disaster Relief Assistance Scheme** – update for local government presented by Dave Cullen, Manager People and Capability NSW Public Works

A copy of this presentation is at *Attachment 1, 7th October 2011 presentation* accompanying these meeting minutes.

- 2. Chairmanship of the OROC Meeting**

Clr Rex Wilson, Joint Deputy Chair, assumed chairmanship of the OROC meeting.

- 2. Meeting Open and apologies**

The meeting was opened at 9.50am by OROC Joint Deputy Chair Clr Rex Wilson.

Clr Wilson welcomed newly appointed Mayors Clr Bill Murray, Walgett and Clr Ken Gordon, Gilgandra along with newly appointed General Managers Mr Derek Francis, Bogan Shire Council and Mr Rod Shaw, Brewarrina Shire Council.

Clr Wilson also welcomed Chair RDA Orana, John Walkom to the OROC Board Meeting.

Present: Rick Warren, Coonamble; Clr Michael Webb, Coonamble; Clr Lilliane Brady, Cobar; Gary Woodman, Cobar; Clr Andrew Lewis, Bourke; Geoff Wise, Bourke; Mark Riley, Dubbo City; Clr Ken Gordon, Gilgandra; Paul Mann, Gilgandra; Clr Ray Donald, Bogan; Derek Francis, Bogan; Clr Peter Shinton, Warrumbungle; Steve Loane, Warrumbungle; Rod Shaw, Brewarrina; Clr Matthew Slack-Smith, Brewarrina; Ashley Wielinga, Warren; Clr Bill McAnally, Narromine; Greg Lamont, Narromine; Clr Bill Murray, Walgett; Don Ramsland, Walgett and Belinda Barlow, Executive Officer.

Apologies: Clr Mathew Dickerson, Dubbo City Council and Clr Tim Horan, Coonamble Shire.

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

Moved: *Geoff Wise*

Seconded: *Paul Mann*

CARRIED

Letters of appreciation

Mark Riley suggested that the OROC Board formally thank both Clr Doug Batten and Clr Allan Smith for their valuable and significant contributions to the OROC Board.

Action: OROC Executive Officer formally writes to both Clr Doug Batten and Clr Allan Smith.

3. Confirmation of Minutes

OROC Meeting held 29th July 2011, Brewarrina

Motion: *That the Minutes of the OROC meeting held in Brewarrina on Friday 29th July 2011 be accepted as a true and accurate record of that meeting.*

Moved: *Paul Mann*

Seconded: *Ashley Wielinga*

CARRIED

Business Arising

3.1 Social Reform in less advantaged communities across NSW (a copy of the issues paper is attached to these minutes)

Geoff Wise, General Manager, Bourke Shire Council offered the OROC Board an issues paper seeking support for systemic structural reforms associated with welfare, social management and economic development in less advantaged communities across western NSW.

Motion: *That individual councils within OROC provide an indication to Bourke Shire Council whether they are prepared to cooperate with Bourke Shire Council in developing a regional approach in lobbying for systemic structural reforms associated with welfare and social management and economic development in less advantaged communities across NSW.*

Motion: *That OROC recommends for Regional Development Australia, Orana Region, to commit to support different models and strategies to enhance regional development and community maintenance in less advantaged communities.*

Moved: *Geoff Wise*

Seconded: *Clr Michael Webb*

CARRIED

3.2 Natural Disaster Relief Scheme

Motion: *A subcommittee of OROC be formed to develop a submission highlighting systemic flaws in the Natural Disaster Relief Scheme eligibility criteria and process and determine and act on a lobbying process.*

Moved: *Geoff Wise*

Seconded: *Clr Lilliane Brady*

CARRIED

The subcommittee will comprise of Geoff Wise, Bourke Shire Council, Don Ramsland, Walgett Shire Council and Steve Loane, Warrumbungle Shire Council.

The subcommittee of OROC is to update and inform LGSA with a copy of the Natural Disaster Relief Scheme resolution and request LGSA for any necessary input and/or advice.

GMAC Meeting held 23rd September 2011, Dubbo

Motion: *That the Minutes of the GMAC meeting on 23rd September 2011 in Dubbo, be accepted as a true and accurate record of that meeting.*

Moved: *Paul Mann*

Seconded: *Greg Lamont*

CARRIED

WALGETT SHIRE COUNCIL AGENDA

Clr Andrew Lewis and Geoff Wise left the meeting.

Recommendations from GMAC Meeting held 23rd September 2011

Ashley Wielinga informed the OROC Board that advice was to be received from Energy and Management Services regarding the uncertainty of the street lighting LED technology and Energy saving certificates that is currently being offered by Essential Energy.

President of NSW Shires Association, Clr Ray Donald also informed the OROC Board that the NSW LGSA Presidents had met with NSW Premier O'Farrell to address the timing change and request a deferral of the decision date by which councils decided how to run their election and that the conduct of elections be exempt from tendering requirements of the Local Government Act.

Warrumbungle Shire General Manager, Steve Loane, also provided and tabled a copy of a letter received from Regional Procurement Initiative (Hunter Councils) for a proposed panel tender for the provision of local government election services on behalf of its member councils.

Motion: *That the 8 recommendations contained within the GMAC Minutes from 8th July 2011 be adopted with exception of:*

***Recommendation 6** whereby an extension of time to sign up to the Essential Energy Efficient Luminarie program is being sought by Bourke and Walgett Shires, and;*

***Recommendation 8** is amended to read:*

That the discussions held at GMAC be brought to the attention of OROC Board and the Board be advised that upon reviewing the DLG Guidelines, the OROC General Managers consider them to be unworkable and unreasonable; and noting the onerous nature of the requirements for an individual Council and the General Managers' responsibility in preparing for and conducting the election; it is considered, based on current advice, Councils would be best served by utilising the services of NSW Electoral Commission to conduct the 2012 local government elections.

It was also agreed by the OROC Board that councils will defer any notification to the Electoral Commission until their respective November Council meetings to be able to meet the deadline of 30 November that is set in legislation.

Moved: Paul Mann

Seconded: Mark Riley

CARRIED

| |
|---|
| NSW Western Institute of TAFE – Susan Carey
Director Educational Delivery for the Dubbo Area |
|---|

Due to unforeseen circumstances the proposed OROC meeting venue at NSW TAFE - Narromine Road campus was postponed to a different location. Susan Carey was invited to update the OROC Board Members about Western Institute of TAFE, following is a snapshot of key facts offered:

In 2010 the profile of TAFE Western students included that:

- 2,405 were apprentices and 1,789 were trainees.

WALGETT SHIRE COUNCIL AGENDA

- There were 7,133 Aboriginal student enrolments. Enrolments by Aboriginal students accounted for 17.58% of the Institute's student population, 22.6% of whom undertook training at Certificate III or above.
- Just over half the students (21,577) were male. In the previous year just over half were female (18,979).
- 47.1% of students were older than 30 and 28% were aged 15-19.
- Overall, TAFE Western's Unit Completion Rate in 2010 was 78.6%. The Unit Completion Rate for Aboriginal students was 69%.
- In 2010 19,525, or 48.14%, of TAFE Western's students completed the course they were enrolled in.

4. OROC Correspondence

Motion: *That the OROC correspondence be accepted by the OROC Board*

Moved: Clr Ray Donald

Seconded: Clr Bill Murray

CARRIED

5. Financial Report

The financial report was tabled by the Executive Officer.

Motion: *That the OROC financial report for the period ending 20th September 2011, be accepted by the OROC Board*

Moved: Clr Ken Gordon

Seconded: Clr Bill Murray

CARRIED

6. Executive Officer's Report

The Executive Officers report was tabled.

Motion: *That the Executive Officer's Report is accepted by the Board.*

Moved: Clr Lilliane Brady

Seconded: Clr Matthew Slack-Smith **CARRIED**

The following recommendations were considered by the OROC Board:

- 6.1 That the OROC EO attends the next NSW ROC network meeting to be held on 17th October 2011.
- 6.2 That the OROC EO offers to assist to host a NSW ROCs Chairs meeting in the Orana region.
- 6.3 That the OROC Board meeting minutes are published on the OROC website.
- 6.4 That the weather radar project objectives and deliverables are considered by the Board.
- 6.5 That OROC further strengthens the important relationship between Central West CMA and OROC with the signing of the MOU by both Chairs.

Motion: *That the Executive Officer's recommendations are accepted by the Board.*

Moved: Ashley Wielinga

Seconded: Mark Riley

CARRIED

7. General Business

The following General Business was discussed by the OROC Board.

7.1 *Regional Sponsored Migration – local government attraction and retention strategies*

Motion: *That OROC formally request RDA Orana (as the region's certifying body) to take up advertising on behalf of the region in The Australian Immigration Book.*

Motion: *That OROC request the Regional Skilled Migration Certifying body to offer a presentation to the Human Resources and Learning Development Summit in Warren on 14th November, 2011.*

Moved: Ashley Wielinga

Seconded: Mark Riley

CARRIED

7.2 *Destination 2036*

A copy of the outcomes report from Destination 2036 workshop has been distributed to every local government area in NSW. Cllr Ray Donald reported to the Board that the steering committee (comprising of LGSA, LGMA and DLG) has met on several occasions, since the 2036 workshop. A draft action plan is being developed, this document will go to all councils for a consultation period prior to finalisation and endorsement.

7.3 *Constitutional Recognition of local government*

It was discussed that a community/regional consultation hearing was recently held in Dubbo for the constitutional recognition of local government. It was discussed that the message needs to be driven by local government from the outset and local government needs to be guiding the community on the benefits of constitutional recognition. It was also discussed that OROC should gather some key points about the benefits and get them out into the community.

Cllr Ray Donald stressed that councils intent will come from the LGSA, and Western Australia local government and the Federal Coalition are not in favour of constitutional recognition for local government.

7.4 *Saleyard operators and workers*

Steve Loane raised the issue of LGSA correspondence requesting input and feedback from all livestock saleyard operators regarding the roles and responsibilities of all workers in saleyards.

Action: Steve Loane to forward the LGSA correspondence to OROC Executive Officer to distribute to General Managers for discussion.

7.5 *ICAC Inquiry*

The OROC Board discussed that the current ICAC inquiry into investigations of 110 state and local government authorities into the acceptance of benefits and gifts in return for placing orders and continuing business relationships is placing local government credibility in a very low position. It was also distressing for some councils being investigated that individuals will also be named during the inquiry.

WALGETT SHIRE COUNCIL AGENDA

The LGSA will use findings from the ICAC investigations to communicate a more positive message to the general public about local government and its credibility.

7.6 Meeting with NSW Health Minister

That the OROC Executive including Mayor of Dubbo Cllr Mathew Dickerson and Dubbo City Council General Manager, Mark Riley will meet with Jillian Skinner, on 2nd November to discuss the significance of a clear and timely funding strategy for Dubbo Base Hospital.

8. Close/Next Meeting

The next OROC Board meeting and AGM will be held on **Friday 2nd December to be hosted by Warrumbungle Shire Council**. The OROC Executive Officer will organise and book accommodation and dinner on Thursday evening 1st December, 2011 in Coonabarabran.

The meeting closed at 12.50 pm.

WALGETT SHIRE COUNCIL AGENDA

Summary of Motions

Motion 1: *That the apologies be accepted by the OROC Board.*

Moved: Geoff Wise

Seconded: Paul Mann

CARRIED

Motion 2: *That the Minutes of the OROC meeting held in Brewarrina on Friday 29th July 2011 be accepted as a true and accurate record of that meeting.*

Moved: Paul Mann

Seconded: Ashley Wielinga

CARRIED

Motion 3: *That individual councils within OROC provide an indication to Bourke Shire Council whether they are prepared to cooperate with Bourke Shire Council in developing a regional approach in lobbying for systemic structural reforms associated with welfare and social management and economic development in less advantaged communities across NSW.*

Motion 3.1: *That OROC recommends for Regional Development Australia, Orana Region, to commit to support different models and strategies to enhance regional development and community maintenance in less advantaged communities.*

Moved: Geoff Wise

Seconded: Clr Michael Webb

CARRIED

Motion 4: *A subcommittee of OROC be formed to develop a submission highlighting systemic flaws in the Natural Disaster Relief Scheme eligibility criteria and process and determine and act on a lobbying process.*

Moved: Geoff Wise

Seconded: Clr Lilliane Brady

CARRIED

Motion 5: *That the Minutes of the GMAC meeting on 23rd September 2011 in Dubbo, be accepted as a true and accurate record of that meeting.*

Moved: Paul Mann

Seconded: Greg Lamont

CARRIED

Motion 6: *That the 8 recommendations contained within the GMAC Minutes from 8th July 2011 be adopted with exception of:*

Recommendation 6 *whereby an extension of time to sign up to the Essential Energy Efficient Luminarie program is being sought by Bourke and Walgett Shires, and;*

Recommendation 8 *is amended to read:*

That the discussions held at GMAC be brought to the attention of OROC Board and the Board be advised that upon reviewing the DLG Guidelines, the OROC General Managers consider them to be unworkable and unreasonable; and noting the onerous nature of the requirements for an individual Council and the General

WALGETT SHIRE COUNCIL AGENDA

Managers' responsibility in preparing for and conducting the election; it is considered, based on current advice, Councils would be best served by utilising the services of NSW Electoral Commission to conduct the 2012 local government elections.

It was also agreed by the OROC Board that councils will defer any notification to the Electoral Commission until their respective November Council meetings to be able to meet the deadline (of 30 November) that is set in legislation.

Moved: Paul Mann

Seconded: Mark Riley

CARRIED

Recommendations from GMAC Meeting

- Recommendation 1:** That OROC accept the Civica sponsorship proposal for the December meeting.
- Recommendation 2:** The OROC Executive will meet with NSW Health Minister The Hon Jillian Skinner MP on Wednesday 2nd November at Dubbo City Council. The Executive will include: Joint Deputy Chairs, Clr Rex Wilson and Clr Andrew Lewis, Clr Ian Woodcock, Mark Riley and Clr Mathew Dickerson.
- Recommendation 3:** That the financial report for period ending 20th September 2011 be accepted. GMAC noted that past 2 years OROC financials are currently with the Auditor.
- Recommendation 4:** That OROC Board minutes are published on the OROC website.
- Recommendation 5:** That OROC follow up with RDA Orana the progress of Murray Darling Basin Infrastructure Projects.
- Recommendation 6:** That OROC hold off signing up to the (Essential Energy) efficient luminaire program until December 2011 whilst councils seek further advice.
- Recommendation 7:** Sponsoring GM and GMAC Chair are authorised by GMAC to request a price (and accept a reasonable quote) from E&MS to undertake an audit/report on behalf of OROC councils regarding the energy efficient luminaire program.
- Recommendation 8:** That the discussions held at GMAC be brought to the attention of the OROC Board and the Board be advised that upon the reviewing the Guidelines the General Managers consider them to be unworkable and unreasonable; and noting the onerous nature of the requirements for an individual Council and the General Manager's responsibility in preparing for and conducting the election; it is considered Councils would be best served by utilising the services of NSW Electoral Commission to conduct the 2012 local government elections.

Motion 7: *That the OROC correspondence be accepted by the OROC Board*

Moved: Clr Ray Donald

Seconded: Clr Bill Murray

CARRIED

Motion 8: *That the OROC financial report for the period ending 20th September 2011, be accepted by the OROC Board*

Moved: Clr Ken Gordon

Seconded: Clr Bill Murray

CARRIED

Motion 9: *That the Executive Officer's Report is accepted by the Board.*

Moved: Clr Lilliane Brady

Seconded: Clr Matthew Slack-Smith **CARRIED**

WALGETT SHIRE COUNCIL AGENDA

The following recommendations were considered by the OROC Board:

- 6.1 That the OROC EO attends the next NSW ROC network meeting to be held on 17th October 2011.
- 6.2 That the OROC EO offers to assist to host a NSW ROCs Chairs meeting in the Orana region.
- 6.3 That the OROC Board meeting minutes are published on the OROC website.
- 6.4 That the weather radar project objectives and deliverables are considered by the Board.
- 6.5 That OROC further strengthens the important relationship between Central West CMA and OROC with the signing of the MOU by both Chairs.

Motion 10: *That the Executive Officer's recommendations are accepted by the Board.*

Moved: Ashley Wielinga

Seconded: Mark Riley

CARRIED

Motion 11: *That OROC formally request RDA Orana (as the region's certifying body) to take up advertising on behalf of the region in The Australian Immigration Book.*

Motion 11.1: *That OROC request the Regional Skilled Migration Certifying body to offer a presentation to the Human Resources and Learning Development Summit in Warren on 14th November, 2011.*

Moved: Ashley Wielinga

Seconded: Mark Riley

CARRIED

Summary of Actions

Action 1: OROC Executive Officer formally writes to both Clr Doug Batten and Clr Allan Smith.

Action 2: Steve Loane to forward the LGSA correspondence to OROC Executive Officer to distribute to General Managers for discussion. (re: saleyard operators)

SOCIAL REFORM IN LESS ADVANTAGED COMMUNITIES ACROSS NSW

Issue:

Bourke Council is seeking support from Regional Development Australia, Orana Region, and from other Councils in lobbying for systemic structural reforms associated with welfare, social management and economic development in less advantaged communities across NSW.

Background:

- There is a great diversity of factors influencing the composition, opportunities and abilities of achieving meaningful employment, personal wellbeing and self-empowerment of different communities across NSW, and indeed Australia. Examples include:
 - Total population size
 - Employment opportunities
 - % welfare dependency
 - % Aboriginality
 - Degree of geographic isolation
- National experience has demonstrated a gradient of circumstances spanning generally from the high population, complex industrial and business dominated cities to the small, isolated communities with limited if any meaningful employment opportunities.
- Community leadership is called for and expected to achieve self-empowerment and strategic planning of all communities.
- With this background, it is obvious that one size does not fit all. Hence, Government policies must be tailored according to the needs.
- Bourke Shire Council is seeking expressions of interest from other Councils willing to pursue agendas seeking Government reforms to maximize the wellbeing of communities with special needs.

Current Situation:

THE FOLLOWING ARE EXAMPLES OF AREAS OF FOCUS IDENTIFIED BY BOURKE SHIRE COUNCIL

- **Employment**
 - Meaningful employment for all individuals
 - Opportunities for full employment, particularly through availability of low skilled jobs
 - Removal of constraints to employment
 - Removal of incentives which encourage unemployment
- **Education**
 - Effectively address truancy
 - Targeted education for special needs, including different teaching and learning models
- **Health and Law**
 - Parental skills
 - Domestic violence
 - Drugs and alcohol
 - Boredom
 - Mental health
- **Accountability and Responsibilities**

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- Parental responsibilities
 - *Family values and standards*
 - *Children's care, basic needs and education*
 - *Accountable for inappropriate actions of children*
 - *Intergenerational culture*
- Government Programs
 - *Directed at encouraging employment and meaningful lives*
 - *Effectively applied and integrated across Agencies*
- All strategies focused on weaning off welfare mentality

THE FOLLOWING ARE EXAMPLES OF MEASURES BOURKE SHIRE COUNCIL IS SEEKING TO REFORM

- **Initiate focused income management systems relating to all Government welfare assistance programs**
 - *Direct deductions from welfare benefits for power, rent*
 - *Introduction of food vouchers deducted from welfare benefits*
 - *Deductions from regular payments when personal responsibilities are not fulfilled*
 - *Review Baby bonus program so not an incentive for pregnancies*
 - *Apply rents payments for Public Housing towards private purchase of the home*
- **Enhanced Government assistance to businesses which will provide new employment opportunities**
 - *Government agencies such as Regional Development Australia to focus assistance on businesses offering meaningful employment*
 - *Introduction of Socio Economic Zone trial across communities selected on their current socio economic and employment circumstances*
- **Supporting Measures**
 - *Introduce a "work for the dole" scheme focused on meaningful work programs*
 - *Review all "systems" that are in place to ensure they are working effectively, and hold them all to account, particularly with optimum interagency coordination.*
 - *Introduce strategies for "low hanging fruit" programs, even if they may only be addressing symptoms. Examples include:*
 - *Appoint a Senior Local Administrator with significant authorities under both Commonwealth and State Governments to make decisions and coordinate across all agencies*
 - *Review and remove duplications of services*
 - *Trial new strategies such as different teaching and learning models, different child protection models, different welfare benefit models and reduction of welfare payments when lack of responsibility demonstrated*
 - *Identify strategies which work in some agencies, and extend their application to other agencies, such as the Police appointment incentive program*
 - *Seek visitation, from recognized leaders, such as Noel Pearson, and engage their opinions and support locally and with Government Agency leaders and politicians.*
 - *Undertake sound, serious research of more disadvantaged communities to evaluate strategies applied in these communities, with a view to pre-emptive intervention strategies being applied in our types of communities. (This evaluation to include the Northern Territory Intervention program)*

THE FOLLOWING ARE EXAMPLES OF ISSUES, PROBLEMS AND SYMPTOMS BOURKE SHIRE COUNCIL IS AIMING TO ADDRESS

- *Lack of social, economic or employment progress from regular, large social welfare payments*
- *Allow Governments to save money, and/or obtain greater outcomes from their investments*

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- *Welfare mentality is being cultured, rather than seen as safety net of last resort*
- *Unemployment and unemployable*
- *Anti-social behaviour including domestic violence, crime, drug and alcohol abuse*
- *Sub-standard health including lower life expectancy, reduced preventive health, increased mental health*
- *Inadequate parental responsibilities and skills creating immediate and intergenerational problems and negative cultures*
- *Sub-standard educational outcomes, compounded by uncontrolled truancy*
- *Inadequate coordination of plethora of agency programs and of agency personnel*
- *Negative public messages have a lasting, widespread negative impact.*
- *Policies and strategies must accept that certain members of society choose to live where they are, irrespective of lack of employment or career aspiration prospects. In such communities, "one size fits all" Government programs are unlikely to be appropriate.*
- *Conflicts between application of legal penalties at local level verses popularist concerns of over-representation of certain cohorts within institutions.*

Proposed Action Plan

- 1. Bourke Councillors review above draft and develop a final Council position**
- 2. Councillors identify and meet with selected local stakeholders with aim of determining common ground and agreed next steps**
- 3. Council seek support from Regional Development Australia, Orana Region, and from other Western Councils**
- 4. Arrange meetings with local Commonwealth and State Members, and with appropriate Ministers**
- 5. Bourke Council explore possibility of involvement of Noel Pearson and other appropriate leaders.**

Recommendations:

Individual Councils within OROC provide an indication to Bourke Shire Council whether they are prepared to cooperate with Bourke Shire Council in developing a regional approach in lobbying for systemic structural reforms associated with welfare and social management and economic development in less advantaged communities across NSW.

Regional Development Australia, Orana Region, commit to support different models and strategies to enhance regional development and community maintenance in less advantaged communities.

Prepared by: Geoff Wise, General Manager, Bourke Shire Council

5th October 2011

4. LIGHTNING RIDGE & SURROUNDING OPAL FIELDS MANAGEMENT RESERVE TRUST - MINUTES

REPORTING SECTION: Planning and Regulatory Services
AUTHOR: Director of Planning & Regulatory Services, Matthew Goodwin
FILE NUMBER: 09/1436

Summary:

It is recommended that Council note the draft minutes of the Lightning Ridge & Surrounding Opal Fields Management Reserve Trust meeting held on 31 August 2011.

Background:

At a meeting held on 28 September 2010, Walgett Shire Council resolved to nominate Cllr David Lane as Council's delegate to the Lightning Ridge & Surrounding Opal Fields Management Reserve Trust.

Current position:

The initial meeting of the Lightning Ridge & Surrounding Opal Fields Management Reserve Trust was held on 31 August 2011 and the draft minutes of that meeting are attached (Attachment A).

Relevant reference documents/policies:

Draft minutes for the Lightning Ridge & Surrounding Opal Fields Management Reserve Trust meeting on 31 August 2011.

Governance issues:

Nil

Environmental issues:

Not applicable.

Stakeholders:

Walgett Shire Council, community, State Government.

Financial Implications:

Nil

Alternative solutions/options:

Not Applicable

Conclusion:

Lightning Ridge & Surrounding Opal Fields Management Reserve Trust

Recommendation:

1. That the draft minutes of the Lightning Ridge & Surrounding Opal Fields Management Reserve Trust meeting held on 31 August 2011 be received and noted.

Moved:

Seconded:

Attachments:

A - Opal Fields Reserve Trust meeting minutes 31 August 2011

ATTACHMENT A – OPAL FIELDS RESERVE TRUST MEETING MINUTES 31 AUGUST 2011

Lightning Ridge & Surrounding Opal Fields Management Reserve Trust

Minutes of Meeting 31 August 2011

Present: Andrew Bell (Crown lands Division (CLD)) Peter Smith (CLD), Corinne Shields (CLD), Shaun Barker (CLD), Maxine O'Brien (LRMA), Warwick Schofield (DPI-Mineral Resources), Matthew Goodwin (Walgett Shire Council), Barbara Moritz (Lightning Ridge Historical Society), Leslie Baker (GGSMA), Josie Mack (DPI-Mineral Resources)

Apologies: David Lane (Walgett Shire Council), Roger Collins (Lightning Ridge Tourist Association)

Conflicts of Interest

Governance issue. No conflicts declared. Committee asked to advise if they have a conflict at any time.

Legal Structure

- Reserve Trust (Lands Administration Ministerial Corporation) charged with care, control and management (financial, annual reporting & other administrative duties).
- 97A Committee is delegated functions from the Reserve Trust. Committee makes recommendations to the Trust on land use.
- Roles of 97A Committee members to be decided and sent to all members so that roles are clearly defined.
- Financial Report each meeting and financial year to be presented by Corinne (CLD).
- 97A Committee to approve expenditure and identify grant availability. CLD to apply for funding
- The inclusion of Lot 7 DP 1063025 (golf course) to be investigated on and reported on at next meeting.
- Nomination and election of Chair to be held next meeting.

Financial Report

- See Attachment.
- Approximately \$70,000 is owed in compensation for the past 2 financial years (matter has been raised with John Leeks (LRAB)).
- Chair to consider writing a letter to Chris Hartcher about DPI-Mineral Resources collecting and dispersing compensation payments.
- Josie to provide Corinne with a list of all mineral claim applications/renewals and Corinne to send letter to all who have not paid calling for compensation.
- CLD does not have resources to pursue unpaid compensation so we need to establish a mechanism to ensure it happens automatically.
- All funds held by Reserve Trust to be spent on the reserve unless approved by the Minister for use on another reserve.

Reporting to Stakeholder Groups

- Secretary to circulate minutes to committee members 7-14 days after meeting with comments back in 7 days. Each committee member to advise respective constituents.
- Walgett Shire Council to put minutes through normal Council meeting.
- Invite membership groups to bring any issues/recommendations (eg Hudson Pear, safety etc) to be placed on agenda for consideration by Section 97A Committee.
- Discuss media release after each meeting at next meeting (may be a role for Chair).
- Email is the preferred and accepted method of communication.

Roads

- CLD is not a roads construction authority and does not issue authorisation to or construct roads.
- Discussion about liability and example given of 1st Plaintiff – Lessee, 2nd Plaintiff – Council, 3rd Plaintiff – Crown.
- How does 97A Committee authorise construction & maintenance of roads without becoming liable? One option would be for the Trust to grant a licence for access to GGSAM, LRMA or Council – this would indemnify the Trust and the Crown.
- Council gifts \$25,000 per annum to GGSMA to maintain roads.
- Roads levee of \$25 per Mineral Claim collected and held by DPI-Mineral Resources. Funds used by LRMA & GGSMA on a pro-rata basis (based on no of Mineral Claims) to maintain access roads.
- The more Western Lands Leases taken up (in lieu of Residential Mineral Claims) the less money into road levee.
- Concern raised for LRMA/GGSMA as to whether they have the required qualifications to determine safety speed, road construction and maintenance standards. Do they have the necessary insurances and indemnities to cover them?
- It is considered that Council, as a roads authority, has the insurance cover required for the roads. If Council were to take on the licence they would not have to undertake the work, but could instead contract the work out to LRMA & GGSMA.
- Consideration needs to be given to whether the tour operators need to obtain a licence from Trust to operate on the reserve (eg \$500 per year).
- Roads levee to be used first but Trust may supplement as needed.
- Matthew suggested CLD may write to Council to raise potential licence for access to Council as Councillors believe that the reserve is for access so nothing else is needed.
- Andrew suggested that each 97A member goes back to constituents and discusses the roads/licence issue and come back with its preferred option.

General Business

Plan of Management

The Preparation of a Plan of management to be considered by the Trust.

Plans of management consolidate information about the reserve and its users, and clearly state what, why, how and by whom the values of a reserve are being managed.

Plans of management are a good way of setting directions and providing a framework for the strategic and operational use and management of reserved land, and may fulfil many purposes, for example:

- set out the strategic direction of the reserve
- outline the operational and day-to-day use and management of the reserve
- act as a conservation tool
- contain directions for development and infrastructure provision
- specify how legal and policy requirements are applied to the reserve
- create a concept design for future developments to a reserve
- provide a landscape masterplan
- collate information in a single document for ease of reference
- identify and minimise any risks, including any potential emergencies
- develop a budgeted program for maintenance and development work
- ensure that the environment is appropriately managed
- define and resolve tenure matters
- provide for an additional purpose for a reserve
- supporting funding opportunities

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- decision making mechanism

The Plan is subject to community consultation and approval by the Minister.

The preparation of the Plan could be contracted out (estimated cost \$30,000) and is to be listed as an agenda item at the next meeting for discussion.

Corinne to send out sample Plan of Management to all 97A members.

Members to advise of other priority focus areas for next meeting

Regularity of Meetings

Suggested 3 or 4 meetings per year. Next meeting will probably be early December 2011.

Membership

It was suggested that a member from the broader community be appointed through EOI process. This was discussed but not adopted. If Plan of Management goes ahead public will have input at the community consultation stage of the Plan development.

3 mile open cut

A letter was sent to LPMA from Opal Centre regarding walking around the 3 mile open cut, however not responded to. Corinne will investigate and respond as required. Barb will try to get a copy of the letter and re-send.

Meeting Closed

11.30

5. **NETWASTE FORUM MEETING - MINUTES**

REPORTING SECTION: Urban Infrastructure Services
AUTHOR: Siegfredo O Coralde – Director Urban Infrastructure Services
FILE NUMBER: 09/1508

Summary:

This report recommends that Council note the Netwaste Minutes of Meeting held at Gilgandra Library on 9 September, 2011 commencing at 10.00am.

Background:

Netwaste is a non-profit organization composed of 28 member councils located in the central and western regions of New South Wales as shown below:

| | |
|-------------------------------|------------------------------|
| Bathurst Regional Council | Forbes Shire Council |
| Bland Shire Council | Gilgandra Shire Council |
| Blayney Shire Council | Lithgow City Council |
| Blue Mountains City Council | Lachlan Shire Council |
| Bogan Shire Council | Mid-Western Regional Council |
| Bourke Shire Council | Narromine Shire Council |
| Brewarrina Shire Council | Oberon Council |
| Broken Hill City Council | Orange City Council |
| Cabonne Council | Parkes Shire Council |
| Central Darling Shire Council | Walgett Shire Council |
| Cobar Shire Council | Warren Shire Council |
| Coonamble Shire Council | Warrumbungle Shire Council |
| Cowra Shire Council | Weddin Shire Council |
| Dubbo City Council | Wellington Council |

The Netwaste area represents over one third of the State of New South Wales.

Current Position:

Draft Netwaste Strategic Waste Plan. Mr. Bob Bailey presented the forum with a Draft Strategic Waste Plan for review and input. After much discussion and collaboration, it was agreed that Mr. Bailey would make the necessary changes and amendments to the draft and would be put back to the Steering Committee for review and discussion. The resulting plan will then be presented to the Forum for final approval at the next meeting in early December 2011.

Member Reports. Ten Councils reported some important activities happening in their respective communities

- a. Narromine – The garbage collection service is now with JR Richards. The Tomingley waste facility was a manned facility with opening hours of 3 days at 4 hours each day. It has recently been changed to an unmanned facility which presents a concern of illegal rubbish dumping.
- b. Nyngan – The recycling program has begun with 850 houses having bins delivered which have electronic recording devices so they can be matched to the individual premises. First load of recycling was delivered to Gilgandra for sorting and processing, with minimal

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contamination issues so far. Council also looking to eventually replace the garbage bins and also trial the use of 120 litres.

- c. Mudgee – Reported the need for the mulching grinders to have magnets in place in order to extract metal objects such as nails. They are currently looking into 'Tip Site' management systems.
- d. Gilgandra – Coordinating concrete crushing & have accepted a quote from C&S Crushing but no 'firm' commitment as to when commencement will take place. The 1st lot of 'clean' recycling was taken from Nyngan. There are currently quotes out on ways to optimise/utilise the old landfills which will close at the end of September.
- e. Cobar – Currently developing a new internal Strategic Plan which will be presented to Council during October 2011. A survey was held at the Cobar Landfill to estimate the quantity of rubbish that was being taken to the waste facility. Reports came back at 1600 tonnes.
- f. Bathurst – Reported that 12 tonnes of E Waste was collected & sent to Sydney.
- g. Orange – Currently working on the tender process for the new landfill. This is expected to go out during October/November this year.
- h. Cowra – The crushed class is currently being used as a base in landfill allowing good drainage of water through the landfill. The mulching produced by Shoalhaven Recycling is a better product with 1200 - 1300 cubic metres of product being produced.
- i. Wellington – Did not have a great deal to report on. They are currently looking at more drum muster cages between the five (5) waste facilities and 'Tip Site' management systems.
- j. Bourke – Reported that they are currently looking into a 'chipper' & also reported on an Aboriginal recycling group.
- k. Lachlan – Francois reported that there are quotes in from contractors to build a transfer station.
- l. Bourke - Dwayne Willoughby presented an update on the 'Bourke Street Project'. There have been indigenous education classes run regarding litter. A particularly notorious place in Bourke known for illegal dumping has now been transformed. Trees have been planted, waste that was cleared has been used in a sculpture program with the assistance of the Waste 2 Art program & NetWaste. These sculptures will be placed at the entrance of the park along with signage in a hope to discourage vandalism. Illegal dumping in the area is now no longer a concern & community members are enjoying the benefits. Dwayne will present photos of the project at the next forum meeting.

Relevant Reference Documents/Policies:

Nil

Governance issues:

Julian Geddes spoke about the issues they have had in dealing with asbestos and also illegal dumping. An Asbestos Management Workshop being held in Mudgee on 1 December 2011 (day before the Forum meeting) will be the focal point for discussion on these matters.

Environmental issues:

Refer to Governance Issues described above.

Stakeholders:

Walgett Shire Council
Netwaste Member Councils

Financial Implications:

Nil

Conclusion:

Council started being active in sending its staff to Netwaste Group meetings regularly and therefore, gaining better 'hands-on networking' with other Council representatives.

Netwaste Forum Meeting

Recommendations:

1. Council note the Netwaste Minutes of the meeting held at Gilgandra Library on 9 September 2011.
2. Council that Netwaste will hold the following events at Mudgee:
 - a. 1 December 2011 – Asbestos Management Workshop
 - b. 2 December 2011 – Netwaste Forum

Moved:

Seconded:

Attachments:

Netwaste Minutes of Meeting – 09 September 2011

MINUTES OF THE MEETING OF NETWASTE FORUM HELD AT GILGANDRA LIBRARY ON 9 SEPTEMBER, 2011 COMMENCING AT 10.00 AM

The meeting opened at 10.am with an introduction & welcome from Mr. PA Mann, General Manager of Gilgandra Shire Council. The meeting was chaired by David Neeves in Steve Campbell's absence.

1. ATTENDANCE

Anthony Cullen Ward (Bathurst Regional Council), Alison Russell (Bathurst Regional Council), Russell Deans (Bathurst Regional Council), Dean Woods (Bogan Shire Council), Tim Riley (Bogan Shire Council), Dwayne Willoughby (Bourke Shire Council), Chris Ansoul (Cobar Shire Council), Craig Lynch (Cowra Shire Council), Michael McCulloch (Dubbo City Council), Francois Van Der Berg (Lachlan Shire Council), Julian Geddes (Mid Western Regional Council), Wayne Davis (Orange City Council), Roy White (Walgett Shire Council), Glen Whiteman (Wellington Council), Chris Brook (Narromine Shire Council), Lex Stewart (Cabonne Council), Sue Clarke (NetWaste), Kristy Cosier (NetWaste), Simmone Kalanj (NetWaste), Dennis Russell (Nationwide Oil), Dave Warren (Sholhaven Recycling), David Neeves (Gilgandra Shire Council), Bob Bailey (Consultant), Cathy McGrath (Orange City Council)

2. APOLOGIES

Peter Oldsen (Broken Hill Shire Council), Wayne Broad (Bland Shire Council), Wayne Lund (Blue Mountains City Council), Bernie Wilder (Brewarrina Shire Council), Leanne Ryan (Central Darling Shire Council), Kookie Atkins (Coonamble Shore Council), Steven Clayton (Dubbo Council), Adrian Butler (Lachlan Shire Council), Chris Lane (Lithgow Shire Council), Stephen Sykes (Orange City Council), John Kite (Warren Shire Council), Harrold Sutton (Warrumbungle Shire Council), Shane Wilson (Weddin Shire Council), Ann Trofa (DECCWA), Jason Scarborough (DECCWA), Greg Miller (JR Richards), Jason Blackmore (Sims Metal), Phil Tucker (Ag Stewardship), Rachel Young (CENTROC), Ian Tucker (Oberon Council), Dennis Byrne (DET), Steve Campbell (Parkes Shire Council), Paul Bennett (Forbes Shire Council), Paul O'Brien (Blayney Council), Sam Wythes (Lachlan Shire Council), Mark Robertson (Narromine Shire Council), Darren Honnery (Wellington Council),

| | |
|--|--|
| RESOLVED | Moved: Chris Brook Second: Anthony Cullen-Ward |
| That the apologies be accepted and leave of absence granted to the above members | |

3. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

| | |
|---|--|
| RESOLVED | Moved: Lex Stewart Second: Roy White |
| That the Minutes of the Meeting of the NetWaste Forum held at Grenfell Bowling Club on 24 June, 2011 are hereby confirmed as a true and accurate record of the decisions of that Meeting. | |

3.1 Matters arising from the minutes:

There were no matters arising from the previous meeting minutes

4. REGIONAL CONTRACTS UPDATE

Processing of Garden Organics

Dave Warren from Shoalhaven gave a brief update. He wanted to also thank NetWaste regional Councils for referrals. They have gained a lot of additional work in private sectors. Dave has been contacting Councils to see if his service is needed when he is in the regional areas & asked if anyone has had concerns with him calling. The reply to which was no, the Councils appreciated the initiative.

Used Oil Contract.

Dennis Russell from Transpacific provided an update. They have been working to bring drivers from ACT to the Parkes area. In general things are moving steadily however they can be somewhat stretched to get to Councils on time.

Transpacific is currently looking at a new vehicle due to an unfortunate accident with the previous vehicle.

Dennis assured he can be contacted with any questions or concerns.

Kristy reported that there has not been a lot of response back regarding service for collection of used oil filters.

WALGETT SHIRE COUNCIL AGENDA

Collection of Scrap Metal

Kristy Cosier from NetWaste presented an update regarding scrap metal on behalf of Jason Blackmore (who was an apology). At present things are running smoothly. The review for the rebate on scrap is being held off for a little while due to current market conditions.

There was also an incident with gas bottles being placed in with the scrap metal again, however not due to NetWaste Councils. Jason asked a general comment be made about the importance of gas bottles not being disposed in the scrap metal.

RESOLVED

Moved: Anthony Cullen-Ward **Second:** Lex Stewart

5. NETWASTE STRATEGIC WASTE PLAN

Bob Bailey (who facilitated the 2011 on the 10th & the 11th of August 2011), presented the forum with a Draft Strategic Waste Plan for review & input.

The presentation was opened with a recap thus far & a review of actions. It was agreed after much discussion & collaboration that Bob would make the necessary amendments to the draft & then the amended Draft Strategic Plan will be put back to the Steering Committee to review the changes as suggested. Upon review & discussion by the Steering Committee the plan will then be presented to the Forum for final approval at the next meeting in early December 2011.

RESOLVED

Moved: Wayne Davis **Second:** Craig Lynch

- That the final draft of the Strategic Waste Plan be considered by the Steering Committee to review the changes as suggested & allocating budgets before the end of the year
- That the strategy then be put back to the Forum for final approval

6. DEALING WITH ASBESTOS WORKSHOP

Julian Geddes spoke about the issues they have had in dealing with asbestos & also illegal dumping. Discussion was had around the draft agenda prepared for the Asbestos Management Workshop to be held 1 December 2011 in Mudgee (day before the Forum meeting). Kristy noted suggested changes and will arrange for suitable speakers and finalise the workshop agenda.

RESOLVED

Moved: Chris Brook **Second:** Antony Cullen-Ward

- That the Asbestos Management Workshop be held on Thursday 1st December in Mudgee with workshop agenda to be finalized in accordance with input from Forum meeting

8. NETWASTE EXECUTIVE OFFICER UPDATE

There were no updates tabled from Steve Campbell

RESOLVED

Moved: Chris Brook **Second:** Antony Cullen-Ward

9. NETWASTE PROJECTS COORDINATOR REPORT

Kristy Cosier provided an update of recent projects and activities as outlined in the Forum Report, with specific mention on the upcoming Household Chemical Collection and the need for Councils to confirm their involvement ASAP so the contracts and collection timetable can be finalised.

Kristy also updated the group on her involvement in the Domestic Waste Working Group with OEH and the opportunity to provide feedback on different priorities that were identified through the Richmond Review. Councils are strongly encouraged to provide comment on the draft documents when they are circulated by OEH in the coming weeks to ensure the regional perspective is communicated.

The Councils were also reminded of the chance to indicate their interest in upcoming opportunities including true cost of landfill workshop, developing LEMP for small unlicensed sites etc as there has been limited

WALGETT SHIRE COUNCIL AGENDA

response to date. It was agreed at the March Forum in Dubbo to retain these projects, however if there is not sufficient interest from the Councils, the funds will be reallocated at an upcoming Steering Committee meeting.

| | |
|----------------------------|--|
| RESOLVED | Moved: Chris Brook Second: Julian Geddes |
| • That the report be noted | |

10. ENVIRONMENTAL LEARNING ADVISOR REPORT

Sue Clarke provided an update & details on the following.

A get together for Waste To Art Coordinators has been planned for December 12 in Dubbo.

NetWaste was successful in securing funding of \$15,300. This funding will go toward a series of events planned for the Orange Sustainability Expo, September 10 – 18.

Sue recently attended a meeting with the GM of Burrundong Sport and Recreation Centre and Manager of the State Park near Wellington, to discuss a possible waste education program aimed at improving recycling

Education Weeks: Joint Recycling Contract School Education Weeks: March 1 - 5 Week; April 19 – 23; July 26 – 30; August 16 – 20 and October 18-22

Joint Recycling Contract Business Weeks: February 8 – 12; March 29 – April 1, September 20 -24 and October 10 – 14 has been set aside for the first of our Waste Management Assistance Program for Child Care Centres across the region.

Cobar – throughout August 2011

Gilgandra – Education Program has been running over the last 4 months and has included a Business Waste Education Program conducted with the Gilgandra Ex Services Club.

Nyngan – A Community Waste Education Program is planned for commencement in Term 4, 2011.

Sue recently attended a Sustainability In Action Students Forum in Mudgee.

The program was very successful and for this reason we have decided to organise a similar program for students in the Dubbo, Narromine, Wellington and Orange Regions.

Narromine Council is presently liaising with EcoFlex Pty Ltd to organise the construction of a retaining wall at the Narromine Waste Management Centre using unwanted tyres.

| | |
|-----------------------|--|
| RESOLVED | Moved: Chris Brook Second: Julian Geddes |
| • The report be noted | |

11. BOURKE STREET PROJECT

Dwayne Willoughby presented an update on the 'Bourke Street Project'. There have been indigenous education classes run regarding litter. A particularly notorious place in Bourke known for illegal dumping has now been transformed. Trees have been planted, waste that was cleared has been used in a sculpture program with the assistance of the Waste 2 Art program & NetWaste. These sculptures will be placed at the entrance of the park along with signage in a hope to discourage vandalism.

Illegal dumping in the area is now no longer a concern & community members are enjoying the benefits. Dwayne will present photos of the project at the next forum meeting.

| | |
|-----------------|--|
| RESOLVED | Moved: Anthony Cullen-Ward Second: Julian Geddes |
|-----------------|--|

12. COUNCIL UPDATES

Narromine – The garbage collection service is now with JR Richards.

The Tomingley waste facility was a manned facility with opening hours of 3 days at 4 hours each day. It has recently been changed to an unmanned facility which presents a concern of illegal rubbish dumping.

WALGETT SHIRE COUNCIL AGENDA

Nyngan – The recycling program has begun with 850 houses having bins delivered which have electronic recording devices so they can be matched to the individual premises. First load of recycling was delivered to Gilgandra for sorting and processing, with minimal contamination issues so far. Council also looking to eventually replace the garbage bins and also trial the use of 120 litres.

Mudgee – Reported the need for the mulching grinders to have magnets in place in order to extract metal objects such as nails. They are currently looking into 'Tip Site' management systems.

Gilgandra – Has been coordinating concrete crushing & have accepted a quote from C&S Crushing. There has been no 'firm' commitment as to when commencement will take place. The 1st lot of recycling was taken from Nyngan & it was 'clean'. There are currently quotes out on ways to optimise/utilise the old landfills which will close at the end of September.

Cobar – Are currently developing a new internal Strategic Plan which will be presented to Council during October 2011.

A survey was held at the Cobar Landfill to estimate the quantity of rubbish that was being taken to the waste facility. Reports came back at 1600 tonnes

Bathurst – Reported that 12 tonnes of E Waste was collected & sent to Sydney.

Orange – Currently working on the tender process for the new landfill. This is expected to go out during October/November this year.

Cabonne – Cabonne Council had nothing specific to report.

Cowra – The crushed class is currently being used as a base in landfill allowing good drainage of water through the landfill.

The mulching produced by Shoalhaven Recycling is a better product with 1200 - 1300 cubic metres of product being produced.

Wellington – Wellington Council did not have a great deal to report on. They are currently looking at more drum muster cages between the five (5) waste facilities.

They are currently looking into 'Tip Site' management systems.

Bourke – Reported that they are currently looking into a 'chipper' & also reported on an Aboriginal recycling group.

Lachlan – Francois reported that there are quotes in from contractors to build a transfer station.

Walgett – There was nothing to report on from Walgett.

RESOLVED

Moved: Chris Ansoul **Second:** Tim Riley

13. TABLED ITEM: LHPA correspondence

Correspondence was tabled by Sue Clarke from the LHPA regarding disposal charges for green waste at West Wyalong. The LHPA has concerns surrounding increased illegal dumping of rubbish due to these introduced charges.

This matter was discussed & noted that Councils have the right to impose a charge for waste disposal to cover costs as it is self funded.

RESOLVED

Moved: Wayne Davis **Second:** Chris Brook

- A reply letter be sent explaining the above & to be signed by Steve Campbell

14. OPEN FORUM – DISCUSSION

Narromine – The RFS suggested holding a controlled burn at Trangie depot & utilizing this as a training exercise. Narromine indicated that they spoke to EPA regarding the activity who advised that burning of

WALGETT SHIRE COUNCIL AGENDA

green waste even as a training exercise for the RFS is not permitted on an ongoing basis.

Drum Muster – Tim Riley queried if drum Muster was a regional contract to which it was clarified it is managed at a regional level. David will supply Tim with the details for Phil Tucker from Ag Stewardship in order to set this up in the Bogan Shire region.

NEXT MEETING – Dealing with Asbestos Workshop (1 December, 2011) followed by the NetWaste Forum Meeting (2 December, 2011) Mudgee

MEETING CLOSED at 1.45pm

THIS IS PAGE NO 5 AND THE FINAL PAGE OF THE MEETING OF THE NETWASTE FORUM HELD AT GILGANDRA FRIDAY 9 SEPTEMBER 2011

Reservation of items for Debate

Nil

Reports of Officers

6. COUNCIL QUARTERLY DECISIONS ACTION REGISTER (JULY TO SEPTEMBER)

REPORTING SECTION: Executive - Governance
AUTHOR: Don Ramsland – General Manager
FILE NUMBER: 10/154

Summary:

This schedule has been revised and will be provided to each Council Meeting in the revised format. It summarises action taken in respect of matters considered at the previous meeting of Council and in future will include any action from previous meetings still outstanding.

Background:

The Resolution Register related to the 22 September 2011 Council Meeting is being circulated under separate cover. The Register summarises action in respect of all Resolutions as well as any other matter raised at the Meeting which required action. The Register, in the new format, will list any matters from previous meetings (as of 26 July 2011) that have not yet been finalised.

Current Position:

Details of Action taken/being taken are flagged for each motion.

Attached is the resolution register commencing from July 2011, and includes all resolutions completed and any still outstanding for this quarter.

It will become a ready reference for Councillors wishing to refresh their memories of action taken.

Relevant Reference Documents/Policies:

Agenda and Minutes of the 26 July 2011 Council Meeting
Agenda and Minutes of the 23 August 2011 Council Meeting
Agenda and Minutes of the 22 September 2011 Council Meeting

Governance issues:

Standard procedure dictates that Council resolutions should be implemented as soon as practical. However, sometimes matters require further follow up.

Environmental issues:

Nil

Stakeholders:

Councillors and Executive Team

Financial Implications:

Nil

Alternative Solutions/Options:

Nil

Conclusion:

That the action register be received and noted. It is suggested that any queries be passed with the General Manager or relative director prior to meeting day to facilitate at the meeting.

| Council Quarterly decisions Action Report (July to September) |
|---|
| <p>Recommendation:</p> <p>That the action register be received and noted.</p> <p>Moved:</p> <p>Seconded:</p> |

Attachments:

Action Register – Quarterly will be emailed under separate cover to Councillors

7. CIRCULARS RECEIVED FROM THE LOCAL GOVERNMENT DEPARTMENT OF PREMIER AND CABINET – OCTOBER 2011

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

Summary:

Copies of circulars received 11-22 to 11-30 from the Local Government Division Department of Premier and Cabinet are attached for Councillors information.

Background:

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

- Circular to Councils 11/22 - Guidelines for Council Administered Elections 2012
- Circular to Councils 11/23 - GST Certificate - Revised Requirements
- Circular to Councils 11/24 - Snapshot of NSW Councils - Comparative Information on NSW Local Government Councils 2009/10
- Circular to Councils 11-25 Planning for Ageing Population
- Circular to Councils 11-26 Ward Boundary and Name Changes
- Circular to Councils 11-27 Findings from Review of Councillor Expenses and Facilities Policies
- Circular to Councils 11-28 The Destination 2036 Outcomes Report
- Circular to Councils 11-29 Guidelines for the Preparation of a Special Rate Variation Application and Guidelines for the Preparation of an application to Exceed the Minimum Rate Statutory Limit 2012/2013
- Circular to Councils 11/30 – Constitutional Referendums

Current Position

All circulars have been emailed to Councillors prior to Council meeting. A full copy of the 2036 Outcomes Report will be provided to Councillors under separate cover.

Relevant Reference Documents:

Nil

Governance Issues:

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

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

Environmental issues:

WALGETT SHIRE COUNCIL AGENDA

Nil

Stakeholders:

Councillors
Walgett Shire Council staff

Financial Implications:

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

Alternative Solutions/Options:

Nil

Conclusion:

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

Circular received from the Division of Local Government – October 2011

Recommendation:

1. That the information contained in the Departmental circulars 11-22 to 11-30 from the Local Government Division Department of Premier and Cabinet be received and noted.

Moved:

Seconded:

Attachments:

- Circular to Councils 11/22 - Guidelines for Council Administered Elections 2012
- Circular to Councils 11/23 - GST Certificate - Revised Requirements
- Circular to Councils 11/24 - Snapshot of NSW Councils - Comparative Information on NSW Local Government Councils 2009/10
- Circular to Councils 11-25 Planning for Ageing Population
- Circular to Councils 11-26 Ward Boundary and Name Changes
- Circular to Councils 11-27 Findings from Review of Councillor Expenses and Facilities Policies
- Circular to Councils 11-28 The Destination 2036 Outcomes Report
- Circular to Councils 11-29 Guidelines for the Preparation of a Special Rate Variation Application and Guidelines for the Preparation of an application to Exceed the Minimum Rate Statutory Limit 2012/2013
- Circular to Councils 11/30 – Constitutional Referendums



Circular No. 11-22
Date 9 September 2011
Doc ID. A257813

Contact Marie Swain
02 4428 4186
marie.swain@dlg.nsw.gov.au

GUIDELINES FOR COUNCIL ADMINISTERED ELECTIONS 2012

Councils will be aware that the *Local Government Act 1993* has been amended to return responsibility for administering elections, constitutional referendums and polls to general purpose councils. If councils prefer, they can engage the services of the New South Wales Electoral Commission (NSWEC) to administer the September 2012 elections on their behalf. A resolution to this effect must be made by 30 November 2011.

Further details of the arrangements arising from the legislative amendments made to return the administration of elections, constitutional referendums and polls can be found in Circulars to Councils Nos 11-11 and 11-12.

The purpose of this Circular is to advise that the Division of Local Government has issued Guidelines under section 23A of the *Local Government Act 1993* to assist councils understand the level of service and accountability that will be required of them if they administer their own elections, constitutional referendums and polls in 2012. These are available on the 'Publications' page of the Division's website at www.dlg.nsw.gov.au.

As the Guidelines have been issued under section 23A of the Local Government Act, councils must take the Guidelines into consideration when determining whether to administer the elections themselves or to engage the NSWEC.

Amendments to the Local Government (General) Regulation 2005 have also been made to give regulatory force to certain mandatory provisions contained in the Guidelines. The term 'election manager' has also been introduced to ensure procedural requirements can be met by either the General Manager or the NSWEC depending on who is administering the elections.

A copy of the Local Government (General) Amendment (Elections) Regulation 2011 is expected to be published on the Parliamentary Counsel's Office legislation website at www.legislation.nsw.gov.au on 9 September 2011.

A handwritten signature in blue ink, appearing to read 'Ross Woodward'.

Ross Woodward
Chief Executive, Local Government
A Division of the Department of Premier and Cabinet

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E dlg@dlg.nsw.gov.au W www.dlg.nsw.gov.au ABN 99 567 863 195



Circular No. 11-23
Date 12 September 2011
Doc ID. A244632

Contact Finance Policy Section
02 4428 4100
dlg@dlg.nsw.gov.au

GST CERTIFICATE – REVISED REQUIREMENTS

The purpose of this circular is to advise councils of changes to the requirements for GST compliance for the 2011/12 financial year.

As outlined in Circular to Councils 05/26, the current approach requires councils to provide the Division of Local Government with voluntary GST payment advice before 1 June each year. This advice is then provided to NSW Treasury for confirmation with the Commonwealth Government.

NSW Treasury has provided a new date for verifying voluntary GST payments by councils. Certificates are now to be provided to the Division by 31 July each year, thereby incorporating the whole financial year, July to June.

Further, in an effort to reduce red tape, the Division has determined that the GST certificate is no longer required to be submitted to council. As an operational matter, it has been determined that the signatures of the General Manager and the Responsible Accounting Officer only are required.

Amendments have been made to the Division's pro-forma certificate to reflect these changes.

Councils are expected to follow best practice when complying with their GST obligations. Councils' responsibilities extend to developing and maintaining internal controls, which should ensure compliance and reduce the risk of cash flow issues and under/over payment of GST.

A handwritten signature in blue ink, appearing to read 'Ross Woodward'.

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[COUNCIL NAME]

GOODS AND SERVICES TAX CERTIFICATE

Payment of Voluntary GST 1 July 2011 to 30 June 2012

To assist compliance with Section 114 of the Commonwealth Constitution, we certify that:

- Voluntary GST has been paid by *(name of Council)* for the period 1 July 2011 to 30 June 2012.
- Adequate management arrangements and internal controls were in place to enable the Council to adequately account for its GST liabilities and recoup all GST input tax credits eligible to be claimed.
- No GST non-compliance events by the Council were identified by or raised with the Australian Taxation Office.

.....

GENERAL MANAGER

.....

**RESPONSIBLE
ACCOUNTING OFFICER**



Circular No. 11-24
Date 14 September 2011
Doc ID. A244646

Contact Sarah Gubb
02 4428 4142
sarah.gubb@dlg.nsw.gov.au

SNAPSHOT OF NSW COUNCILS - COMPARATIVE INFORMATION ON NSW LOCAL GOVERNMENT COUNCILS 2009/10

The Comparative Information on NSW Local Government Councils for 2009/10 publication (*Snapshot of NSW Councils*) has now been released by the Minister for Local Government, the Hon Don Page MP.

A PDF version of this publication, and updated time series data excel spreadsheet, are available by selecting 'Publications' and 'Comparative Information' on the Division of Local Government's website at www.dlg.nsw.gov.au.

The information contained in the publication is largely based on data provided by councils. The Division of Local Government makes every effort to ensure that the information contained in the publication is accurate.

A handwritten signature in blue ink, appearing to read 'Ross Woodward'.

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Circular No. 11-25
Date 15 September 2011
Doc ID. A257697

Contact Karen Paterson
02 4428 4180
karen.paterson@dlg.nsw.gov.au

PLANNING FOR AN AGEING POPULATION

The purpose of this circular is to advise that a webpage to assist councils plan for an ageing population is available on the website of the Division of Local Government under the Strategic Planning section of the Integrated Planning and Reporting webpage.

The webpage has been developed to assist councils ensure that the Community Strategic Plan is based on social justice principles and addresses social considerations, which are requirements of the Integrated Planning and Reporting framework.

The webpage has been developed by the Division in conjunction with the Local Government and Shires Associations of NSW and the NSW Office for Ageing. The content of the webpage was informed by a Reference Group which included representatives of Local Government Managers Australia (LGMA) and several councils covering rural, regional and metropolitan areas.

I would like to take this opportunity to thank the LGMA and council representatives on the Reference Group for their valuable input.

I ask that you bring the webpage to the attention of council officers involved in the preparation or review of the Community Strategic Plan.

A handwritten signature in blue ink that reads 'Ross Woodward'.

Ross Woodward
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A Division of the Department of Premier and Cabinet

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WALGETT SHIRE COUNCIL AGENDA

2

The Electoral Commissioner has advised that the closing date for submission of ward boundary alteration proposals is 31 December 2011.

Councils submitting ward boundary alteration proposals that also intend to submit ward name changes must do so by the 31 December deadline.

The Commission has fixed the closing date for submission of proposed ward name changes that are not connected with a section 211 ward boundary alteration review to be 29 February 2012.

For further information about submission of ward boundary and ward name change proposals, please contact Bronwyn Butland at the NSW Electoral Commission on telephone 02 9290 5928 or via email to: bronwyn.butland@elections.nsw.gov.au.



Ross Woodward
Chief Executive, Local Government
A Division of the Department of Premier and Cabinet



Circular No. 11-27
Date 21 September 2011
Doc ID. A254432

Contact Leonie Luke
02 4428 4177
leonie.luke@dlg.nsw.gov.au

FINDINGS FROM REVIEW OF COUNCILLOR EXPENSES AND FACILITIES POLICIES

A sample of 47 councillor expenses and facilities policies, prepared under sections 252 and 253 of the *Local Government Act 1993* and the *Guidelines for the payment of expenses and the provision of facilities for Mayors and Councillors in NSW*, have been reviewed to assess compliance with the legislation and Guidelines.

The Guidelines were first released in September 2006 to promote accountability and transparency in the payment of expenses and provision of facilities to mayors and councillors to meet community expectations.

Review Findings

Overall, the review found that approximately three-quarters of the policies reviewed adequately met the requirements of the legislation and the Guidelines. This represents an upward trend in the quality of the policies and policy compliance since a review of policies in 2007 (refer Circular to Councils 08-03). Most councils also complied with the subsequently introduced annual reporting requirements for councillor expenses and facilities.

A high level of compliance was found in relation to the exclusion of general allowances and inclusion of a process for reconciliation, reimbursement and dispute resolution. Compliance was also high in relation to provision for individual expenses. In particular, provision for legal expenses, carer expenses and spouse/partner or accompanying person expenses has significantly improved since the 2007 review.

It is pleasing to note the upward trend in the overall compliance and quality of councillor expenses and facilities policies.

Areas for Improvement

A lower level of compliance and/or issues were found in the following areas, which councils are requested to consider in the development of their future policies on councillor expenses and facilities.

Division of Local Government
5 O'Keefe Avenue NOWRA NSW 2541
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Monetary limits

Nearly half of the policies reviewed lacked clear monetary limits and/or standards of provision for expenses and facilities provided to councillors.

Councils are reminded that the payment of expenses and the provision of facilities to councillors must not be open-ended. Monetary limits for all expenses and limits to the standard of provision for all facilities must be clearly stated and, where appropriate, justified within councils' policies (section 1.6.6 of the Guidelines refers).

Councils need to consider what a reasonable and acceptable level of provision is and include clear limits in their policies in relation to each expense and facility provided. Councils may choose to include a table of limits in an appendix to the policy. Referring to limits outlined in another document, such as council's annual budget, is not appropriate. It is a less transparent practice and contrary to the Guidelines.

Policy review requirements

Approximately one-third of policies reviewed failed to appropriately review, adopt and submit their policy to the Division on time.

Councils are reminded that it is a legislative requirement that they place their councillor expenses and facilities policy on public exhibition each year prior to annual adoption.

The Local Government Act sets out the annual policy review and adoption processes that must be followed. These are outlined in section 1.7.4 of the Division's Guidelines and are summarised below.

- Councils must annually **adopt** a councillor expenses and facilities policy by 30 November each year (s252(1))
- Councils must give public notice of the intention to **adopt** a policy and allow at least 28 days for public submissions (s253(1)) and consider submissions made (s253(2))
- Councils must publicly exhibit the draft councillor expenses and facilities policy before they annually **adopt** a policy, even if the policy is not amended or the amendments are not substantial (s253(5))
- Councils must forward the policy within 28 days of adoption to the Division of Local Government, together with a copy of the public notice and details of any submissions received (s253(4)).

Councils should note that section 253(3) of the Act, which provides that public notice need not be given of the intention to **amend** a policy if the council is of the opinion that proposed amendments are not substantial, does not relate to the annual policy adoption process. This subsection relates to minor amendments that a council may wish to make to the policy at other times during the year.

Council approval process

Approximately one-third of policies reviewed lacked a clear approval process for all expenses and facilities requiring at least two people. A number of non-compliant policies set out an approval process for one or two specific expenses only (eg, travel).

Councils are reminded that policies must contain approval arrangements for all expenses and facilities that avoid any one person being the decision maker (section 1.6.7 of the Guidelines refers).

Councils should consider the nature and significance of the various expenses and facilities outlined in the policy when determining approval arrangements. Significant or potentially contentious expenses will require prior approval at a full meeting of the council (eg, legal expenses or discretionary trips). Less significant expenses may only require approval by two people, usually the mayor and the general manager, or in the case of the mayor's expenses, the deputy mayor and the general manager.

Generic approval arrangements should be outlined in an overarching 'approval arrangements' section in the policy that captures all expenses and facilities. Special approval arrangements that may apply in relation to a specific expense or facility may also be incorporated into relevant sections of the policy.

Private benefits

Approximately one-third of policies reviewed did not disallow private benefit to councillors from facilities and lacked a clear mechanism to recoup the cost of any private benefit obtained.

Councils are reminded that policies are to include a statement clarifying that councillors should not obtain more than incidental private use of facilities (section 1.6.4 of the Guidelines refers). In situations where private use of a facility has been approved (eg, for private use of a council vehicle or telephone), council policies should clearly document the mechanism to determine and recoup the cost of private use of that facility from councillors. A number of councils whose policies were reviewed appropriately use declaration forms and/or log books to assist with this process.

Review feedback to councils

The 47 councils whose policies were reviewed are:

Armidale-Dumaresq, Ashfield, Bankstown, Bathurst, Bega Valley, Bland, Boorowa, Botany Bay, Brewarrina, Broken Hill, Burwood, Camden, Canada Bay, Central Darling, Cessnock, Dubbo, Dungog, Gosford, Gundagai, The Hills, Hornsby, Jerilderie, Kiama, Kogarah, Ku-ring-gai, Leeton, Leichhardt, Manly, Marrickville, Murrumbidgee, Muswellbrook, Orange, Parramatta, Penrith, Pittwater, Rockdale, Strathfield, Temora, Tumbarumba, Tumut, Tweed, Warringah, Warrumbungle, Wellington, Wingecarribee, Woollahra, Young.

These councils are encouraged to contact the Division for further information and feedback on their individual councillor expenses and facilities policy.

Update to Guidelines

Review findings will be incorporated into an update to the Guidelines, anticipated to commence later this year. Councils are requested to advise the Division about any issues they may have with the legislative framework guiding the payment of expenses and facilities to councillors, including the Guidelines, by **30 November 2011**.

Meanwhile, councils should continue to use the current Guidelines (dated October 2009) as they prepare their councillor expenses and facilities policies for the coming year.

A handwritten signature in blue ink that reads "Ross Woodward". The signature is written in a cursive, flowing style.

Ross Woodward
Chief Executive, Local Government
A Division of the Department of Premier and Cabinet

Circular No. 11-28
 Date 21 September 2011
 Doc ID. A258106

Contact Mark Hely
 02 4428 4176
 mark.hely@dlg.nsw.gov.au



DESTINATION 2036 UPDATE

The purpose of this circular is to advise that the *Destination 2036 Outcomes Report* has now been released, and to also set out the proposed process and timeframe for consultation and preparation of the related Action Plan.

The Destination 2036 Outcomes Report

A copy of the *Destination 2036 Outcomes Report* is attached to this circular. It would be appreciated if General Managers can arrange for a printed copy of the report for all councillors and to distribute this circular widely among staff. **I encourage all councillors and council staff to review and consider this important report.** The Implementation Steering Committee will be writing directly to all councillors in this regard.

The report, which has been prepared by the independent workshop facilitator Elton Consulting, provides a comprehensive record of what transpired over the two days in Dubbo, together with the preparatory work undertaken before the event. It also describes the processes and techniques used at the workshop to identify issues, build and assess consensus and identify areas for further discussion and consultation.

Section 4 of the report contains the following draft Vision, which was developed at the workshop:

| | |
|---|--|
| <p>Strong Communities through Partnerships</p> <p>By 2036, all NSW communities will be healthy and prosperous – led and served by strong, effective and democratically elected local government.</p> <p>Through leadership, local knowledge and partnerships with community, government and other sectors, we will plan our futures and deliver quality services and infrastructure. We will be recognised, respected and responsible for:</p> | <ul style="list-style-type: none"> ▶ Upholding the highest ethical standards ▶ Sound financial management ▶ Sensitive environmental stewardship ▶ Meaningful community engagement, advocacy and leadership ▶ Our adaptability, innovation and learning ▶ Developing the full potential of our people ▶ Responding to our diverse cultures and environments ▶ Creating places that people value |
|---|--|

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Section 10 of the report contains the suggested actions that were proposed by participants over the two days. It is important to note that the report has not tried to capture every idea proposed by every participant, but rather it focuses on actions that were presented multiple times during the process and/or fed back by one or more groups to a joint session as a priority.

Preparation of an Action Plan

In accordance with the Destination 2036 Communiqué (see Circular No. 11-19) an Implementation Steering Committee (ISC) has been established to prepare an Action Plan, with a primary focus on the next four years. The Action Plan is to be based on the outcomes from the Destination 2036 workshop. The ISC will also coordinate the implementation of that Action Plan.

Membership of the ISC consists of the Chief Executive of the Division (Chair), the Presidents of the Local Government and Shires Associations of NSW (LGSA) and the President of Local Government Managers Australia NSW (LGMA NSW).

Further details regarding the ISC, including its Charter and copies of its meeting papers, can be found on the Division's [Destination 2036](#) webpage.

Outlined below is the process and draft timeframe that the ISC has agreed upon for developing the Action Plan:

| | |
|---|---|
| Wed 21 st Sept | <i>Destination 2036 Outcomes Report</i> released |
| 21 st Sept – 4 th Nov | Stakeholders to consider <i>Destination 2036 Outcomes Report</i>
ISC to prepare first draft of the Action Plan |
| Friday 4 th Nov | comments on the draft Vision and priorities for the Action Plan are due |
| 7 th Nov – 16 th Nov | ISC to finalise draft Action Plan |
| Mon 21 st Nov | Draft Action Plan released for consultation |
| 21 st Nov – 30 th Dec | Consultation on draft Action Plan |
| Fri 30 th Dec | Submissions on the draft Action Plan are due |
| January | ISC to finalise draft Action Plan |
| End January | Draft Action Plan presented to the Minister |
| February 2012 onwards | Staged commencement of work on actions contained in the Action Plan |

In summary, the ISC will develop an initial draft Action Plan based on the material contained in the Outcomes Report, with input from stakeholders. That draft Action Plan will then be released for detailed stakeholder consultation. Based on this consultation, the ISC will then finalise the Plan and submit it to the Minister for Local Government.

The ISC envisages that work on many of the individual actions contained in the Plan will commence in February 2012. The ISC anticipates that many of the

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actions will require detailed examination and they will involve specific stakeholder consultation.

It is therefore important to appreciate there will be a number of opportunities for stakeholders to contribute to the development of the Action Plan and to then comment on the direction of the agreed actions as work proceeds.

Comments on draft Vision, priorities and process

In accordance with the timeframes provided above, the ISC is now seeking your views on the following:

1. *Do you support the draft Vision contained in the Outcomes Report?*
2. *If not what changes would you suggest?*
3. *What do you believe should be the priorities for the draft Action Plan?*

Comments can be sent to:

Project Manager – Destination 2036
Division of Local Government
Department of Premier and Cabinet
Locked Bag 3015
NOWRA NSW 2541

Alternatively, comments can be emailed to Destination2036@dlg.nsw.gov.au.

As indicated above, the closing date for comments is close of business, **Friday 4 November 2011**.



Ross Woodward
Chief Executive, Local Government
A Division of the Department of Premier and Cabinet



Circular No. 11-29
Date 23 September 2011
Doc ID. A231919

Contact Damian Walsh
02 4428 4136
damian.walsh@dlg.nsw.gov.au

GUIDELINES FOR THE PREPARATION OF A SPECIAL RATE VARIATION APPLICATION AND GUIDELINES FOR THE PREPARATION OF AN APPLICATION TO EXCEED THE MINIMUM RATE STATUTORY LIMIT - 2012/13

In 2010, IPART was delegated authority under sections 506, 507, 508(2), 508(3), 508(6), 508(7), 508A, 548(3) and 548(8) of the *Local Government Act 1993* (LG Act) to regulate council rate increases.

IPART's roles and functions include:

- determining the rate peg (the maximum allowable increase in Local Government general income);
- establishing a Local Government Cost Index to be used in setting the rate peg;
- reviewing applications from councils for special rate variations and determining special rate variations;
- reviewing applications from councils for minimum rates above the statutory limit and determining minimum rate increases.

IPART also has a role in reviewing councils' development contributions plans above the relevant cap for those councils that are seeking priority infrastructure funding or special variations.

While IPART has been delegated responsibility for assessing and determining special rate variation applications and minimum rate applications, the Government is responsible for setting the policy framework under which applications are assessed.

The Division of Local Government is responsible for preparing the respective Guidelines. The Guidelines for the 2011/12 year have been reviewed by the Division in consultation with IPART. IPART conducted a survey of councils that applied to IPART in 2011/12 and this feedback has been considered in this review.

The Division has now issued the following Guidelines:

1. *Guidelines for the preparation of an application for a special variation to general income in 2012/2013* ("Special Variation Guidelines"), and
2. *Guidelines for the preparation of an application to increase minimum rates above the statutory limit in 2012/13* ("Minimum Rate Guidelines").

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WALGETT SHIRE COUNCIL AGENDA

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These Guidelines can be downloaded from the 'Publications' page of the Division's website at www.dlg.nsw.gov.au.

Some of the key changes to the 2012/13 Guidelines include:

- A new timetable for the application process with all councils required to notify IPART of their intention to apply for a special variation by 16 December 2011 and all applications due on 24 February 2012. Applications made under section 508(2) must now notify IPART of their intention to apply. See section 8.4.
- Applications for minimum rate variations due on 23 March 2012.
- New guidance on fixed-term variations and how to approach an application when there is a prior year special variation due to expire in the same period. See section 3.3.1.
- More specific guidance for special variation applications on Criterion 1 regarding how to demonstrate the need for the special variation and the impact on a council's financial sustainability. See section 5.1 and 6.1.
- More specific guidance for special variation applications on what is required for community consultation in Criterion 2. See sections 5.2 and 6.2.
- For special variation applications, expansion of Criterion 5 to include productivity improvements and cost containment strategies. There is also more guidance on what information is required for this criterion. See sections 5.5 and 6.5.

Councils considering applying for a special rate variation or to increase minimum rates above the statutory limit in 2012/13 must comply with the requirements set out in the relevant Guidelines and should review them in totality.

While the Division is responsible for the preparation of these Guidelines, IPART is responsible for the respective application forms. IPART is currently preparing the application forms. Once finalised, these forms will be available on IPART's website at www.ipart.nsw.gov.au.

IPART has determined the following special variation application timeline:

| Task | Timeframe |
|---|---------------------|
| Guidelines released | September 2011 |
| Rate peg announced by IPART | Early December 2011 |
| Notification of council's intention to apply for s508(2) or s508A variation due | 16 December 2011 |
| Applications for s508(2) single year variations due | 24 February 2012 |
| Applications for s508A variations due | 24 February 2012 |
| Applications for minimum rate increases due | 23 March 2012 |
| Applications determined | 6 June 2012 |

WALGETT SHIRE COUNCIL AGENDA

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Enquiries regarding the Guidelines should be directed to one of the following Divisional staff members:

| | |
|--------------|----------------|
| Damian Walsh | (02) 4428 4136 |
| Richie Rivas | (02) 4428 4137 |

Enquiries regarding the application forms or the application process should be directed to one of the following IPART staff members:

| | |
|----------------|----------------|
| Nicole Haddock | (02) 9290 8426 |
| Tony Camenzuli | (02) 9113 7706 |



Steve Orr
Acting Chief Executive, Local Government
A Division of the Department of Premier and Cabinet



Circular No. 11-30
Date 6 October 2011
Doc ID. A259378

Contact Helen Damaschin
02 4428 4212
helen.damaschin@dlg.nsw.gov.au

CONSTITUTIONAL REFERENDUMS

Councils will be aware that the *Local Government Act 1993* has been amended by the *Local Government Amendment (Elections) Act 2011* (the Amending Act) to return responsibility for administering elections, constitutional referendums and polls to general purpose councils. If councils prefer, they can engage the services of the New South Wales Electoral Commission to administer the September 2012 elections on their behalf. A resolution to this effect must be made by 30 November 2011.

Further details of the arrangements arising from the legislative amendments made to return the administration of elections, constitutional referendums and polls can be found in Circular to Councils 11-11.

Councils will also be aware that the Amending Act introduced a number of new provisions in relation to councils' constitutional arrangements, including a one-off opportunity to reduce councillor numbers and abolish wards without the need to hold a constitutional referendum. For more information about these amendments, councils are referred to Circular to Councils 11-12.

While councils may decide to improve their governance structures without costly referendums by utilising these new provisions, it is open to councils to decide to hold a constitutional referendum if they consider it is in the best interests of their communities.

If councils choose to hold a constitutional referendum in conjunction with the 2012 elections, councils are reminded that the following matters can be determined through a constitutional referendum:

1. divide a council area into wards or abolish wards (sections 16, 210 and 210A of the Act);
2. change the number of councillors (section 224(2) of the Act);
3. change the method of electing the mayor to either direct election by the electors every 4 years or election by the councillors every year (sections 228 and 229 of the Act);
4. change the method by which councillors are elected where the council's area is divided into wards (sections 279(2), 280 and 281 of the Act).

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Divide an area into wards or abolish wards

Section 210(5) of the Act requires a council to seek the approval of its electors at a constitutional referendum to either divide an area into wards or to abolish wards. After receiving elector approval, and before dividing its area into wards, a council must undertake the consultation required by section 210A of the Act.

A constitutional referendum held in conjunction with the next ordinary elections in 2012 where approval is given by electors to divide the council area into wards would, after compliance with the consultation required by section 210A of the Act, come into effect for the electoral term commencing in September 2016. Compliance with section 210A is not required in the instance where approval has been given by electors at a referendum to abolish wards.

Change the number of councillors

Section 224(2) of the Act requires that not less than 12 months before the next ordinary election the council must determine the number of its councillors for the following term.

Council must then seek and receive the approval of its electors at a constitutional referendum for any change. This approval would have the effect of changing the number of councillors for the electoral term commencing in September 2016.

However, if the approval to reduce the number of councillors was obtained at a constitutional referendum held in conjunction with the 2012 elections, then a casual vacancy in the office of a councillor (but not a mayor elected by the councillors) occurring at any time before the September 2016 elections should not be filled if the number of councillors will remain at or above the number approved at the referendum (section 294B of the Act).

Alter ward boundaries

The council of an area that is divided into wards is required by section 211 of the Act to keep ward boundaries under review. If a review is undertaken, the council is required, among other things, to consult the Electoral Commissioner.

The Electoral Commissioner has advised that any council seeking to refer an alteration of ward boundaries must do so by 31 December 2011. For more information about ward name changes and boundary alterations, councils are referred to Circular to Councils 11-26.

Change the way the mayor is elected

The Act provides two methods by which a mayor can be elected — by popular vote at an ordinary election or by vote among the councillors. Section 228 of the Act permits a council to change the way the mayor is elected by seeking approval of its electors at a constitutional referendum.

Councils with areas that are divided into wards are reminded that section 280(2) of the Act excludes a popularly elected mayor from consideration when determining the number of councillors to be elected for each ward.

In those circumstances councils should be mindful that changing the method of electing the mayor could result in an increase or decrease in the number of councillors to be elected.

If electors at a constitutional referendum conducted in conjunction with the 2012 ordinary council elections approve a change to the way the mayor is elected, that change will come into effect for the electoral term commencing in September 2016.

Alter the method of electing councillors

The councillors for an area that is divided into wards are to be elected in accordance with either section 280 or 281 of the Act.

The method of election under section 280 (method 1) is to apply unless a decision made at a constitutional referendum is in force, which requires the method of election to be conducted under section 281 (method 2).

The decision made at a constitutional referendum must also specify the number of councillors to be elected by the ward electorate and the number of councillors (if any) to be elected by the area electorate.

If electors at a constitutional referendum conducted in conjunction with the 2008 ordinary elections approve a change to the method for electing councillors, this change will come into effect for the electoral term commencing in September 2016.

Conducting a constitutional referendum

If a council resolves that a constitutional referendum is to be conducted by the Electoral Commissioner, the council should refer to clause 274(3) of the Local Government (General) Regulation 2005 and comply with the notification requirements contained in Schedule 10 of the Regulation.

It is of critical importance that the referendum question or questions are carefully framed to ensure that workable decisions are achieved. All questions put at a referendum should be clear, concise, and capable of being responded to with a 'yes' or 'no' answer.

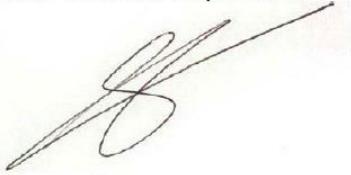
If more than one referendum question is being asked on a particular subject then extra care needs to be taken to ensure that the possible combinations of 'yes' and 'no' answers do not produce a conflicting decision.

Councils are responsible for the preparation and publicity of the required explanatory material. Councils must ensure this material presents a balanced case both for and against any proposition to be put to a constitutional referendum.

WALGETT SHIRE COUNCIL AGENDA

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This Circular supersedes Circular to Councils 07-30.

A handwritten signature in black ink, appearing to be 'Steve Orr', written over a faint rectangular stamp.

Steve Orr
Acting Chief Executive, Local Government
A Division of the Department of Premier and Cabinet

8. CIRCULARS RECEIVED FROM THE NSW LOCAL GOVERNMENT AND SHIRES ASSOCIATION OF NSW – OCTOBER 2011

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

Summary:

Copies of weekly circulars received from the Local Government and Shires Association since 22 September 2011 Council meeting have been distributed to Councillors.

Background:

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

Issue 34

Item 12 – Restart NSW Fund Bill 2011
Item 20 – Transitional Arrangements to the Codes SEPP

Issue 35

Item 5 – Funding for RPL and training of Mature Workers
Item 13 – WA Drought Pilot Review Report
Item 14 – LHPA Review – Issues Paper
Item 16 – Local Government Reform funding – Free Asset management and Long Term Strategic and Financial Planning DVD's and e Learning
Item 27 – NSW Budget 2011-12

Issue 36

Item 8 – New Round of Community Building Partnerships
Item 11 – Business Regulation benchmarking Study: Role of Local Government
Item 12 – RDAF First Round Project Approvals
Item 18 – Anti-Discrimination Guidelines for Local Councils
Item 19 – Guidelines for Council Administered Elections 2012
Item 20 – 2012 Local Government Elections

Issue 37

Item 3 – 2012 Local Government Elections
Item 5 – Integrated Strategic Planning Course
Item 15 – NSW Planning Review Continues
Item 16 – Destination 2036 Outcomes
Item 17 – NTC Smart Transport for a Growing Nation – Discussion Paper

Issue 38

Item 4 – Ageing Strategy consultations
Item 5 – Regional Achievement and Community Awards Finalists

Issue 39 -

Item 12 – IPART – measuring Local Government Productivity

Item 18 – Review of NSW Planning System – issues for consideration by Local Government

Item 20 – New State and Regional Development SEPP

Current Position:

Councillors need to peruse these circulars and raise any matters of interest with the General Manager prior to the Meeting.

Relevant Reference Documents/Policies:

Nil

Governance issues:

Councillors are requested to review weekly Circulars and read abreast of Local Government issues occurring at Industry level.

Environmental issues:

Nil

Stakeholders:

Councillors
Walgett Shire Council staff

Financial Implications:

Nil

Alternative Solutions/Options:

Not Applicable

Conclusion:

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

Circulars received from the NSW Local Government and Shires Association of NSW – October 2011

Recommendation:

That:

1. The information contained in the weekly circulars from the NSW Local Government and Shires Association be received and noted.

Moved:

Seconded:

WALGETT SHIRE COUNCIL AGENDA

Attachments:

Nil

9. MONTHLY CALENDAR – OCTOBER 2011

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

Summary:

Monthly calendar of Council activities

Discussion (including issues and background):

It was resolved at the 28 September 2010 Ordinary meeting of Council to produce a monthly in-house calendar as a central focus point to allow Councillors and senior management staff to plan their activities and spread their work load having regard to upcoming commitments.

It also avoids situations where some Councillors missed meetings or are not aware of when they have been scheduled. In addition, outside organisations have been requested to send meeting notice and minutes direct to Council's various representatives. Where notification is received meeting dates will be listed on the strategic tasks, events and meetings calendar and the representative(s) names flagged.

Current Position:

The calendar for the months of October to December 2011 is attached. Councillors are requested to raise any queries prior to the meeting.

Relevant Reference Documents/Policies:

Nil

Governance issues:

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

Environmental issues:

Not applicable

Stakeholders:

Councillors
Walgett Shire Council staff

Financial Implications:

Nil

Alternative Solutions/Options:

Not applicable

Conclusion:

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

Monthly Calendar – October 2011

Recommendation:

1. That Council receive and note the regular monthly calendar for the period October to December 2011.

Moved:

Seconded:

Attachments:

Calendar for October to December 2011

WALGETT SHIRE COUNCIL AGENDA



STRATEGIC TASKS, EVENTS AND MEETINGS CALENDAR

October 2011

| Date of Meeting | Time | What | Who |
|-----------------|--|--|---|
| Sat, 1 Oct | | | |
| Sun, 2 Oct | | | |
| Mon, 3 Oct | | <i>Labour Day Public Holiday</i> | |
| Tue, 4 Oct | | | |
| Wed, 5 Oct | | | |
| Thu, 6 Oct | | • OROC Dinner | • GM, Mayor and Deputy Mayor |
| Fri, 7 Oct | • All day | • OROC Meeting | • GM, Mayor and Deputy Mayor |
| Sat, 8 Oct | | | |
| Sun, 9 Oct | | | |
| Mon, 10 Oct | | | |
| Tue, 11 Oct | | | |
| Wed, 12 Oct | | | |
| Thu, 13 Oct | • 3.30pm | • HACC Meeting – Walgett Hospital | • Clr Keir & GM |
| Fri, 14 Oct | • 10.30am | • Meeting with NOW – Sydney | • GM & DUIS |
| Sat, 15 Oct | | | |
| Sun, 16 Oct | | | |
| Mon, 17 Oct | • 3.00pm | • Meeting with Executive Officer Rural Financial Counselling | • Mayor & GM |
| Tue, 18 Oct | | | |
| Wed, 19 Oct | • 10.00am
• 10.30am
• 3.00pm
• 5.30pm | • Castlereagh Macquarie County Council – Coonamble
• Collarenebri Community Working Party
• Plant Committee Meeting
• L/Ridge Community Working Party | • Clrs Woodcock & Greenaway
• Clr Smith, GM, MCS
• Mayor, Clr Colless, Clr Greenaway, Clr Woodcock, GM, DES
• Mayor, Clr Walford, MCS & GM |
| Thu, 20 Oct | | | |
| Fri, 21 Oct | • All day | • Western Division Meeting - Hillston | • GM & Mayor & D/Mayor |
| Sat, 22 Oct | | | |
| Sun, 23 Oct | • All day | • LG Association NSW annual Conference, Shoalhaven | |
| Mon, 24 Oct | • All day | • LG Association NSW annual Conference, Shoalhaven | |
| Tue, 25 Oct | • 10.00am
• All day | • Council Meeting –Walgett
• LG Association NSW annual Conference, Shoalhaven | • All Councillors and Exec Staff
• |
| Wed, 26 Oct | • 10.00am
• All day
• 10.30am | • Walgett Community Working Party
• LG Association NSW Annual Conference, Shoalhaven
• Northwest Lopes & Plains Library Meeting, Brewarraina | • Mayor, GM, MCS
• Clr Smith, Clr Keir, DCS & GM |
| Thu, 27 Oct | • 3.00pm | • OROC – Internal Auditor Meeting | • GM |
| Fri, 28 Oct | | | |
| Sat, 29 Oct | | | |
| Sun, 30 Oct | | | |
| Mon, 31 Oct | • 5.00pm | • PCYC Grant Applications Close | • GM |

WALGETT SHIRE COUNCIL AGENDA



STRATEGIC TASKS, EVENTS AND MEETINGS CALENDAR

November 2011

| Date of Meeting | Time | What | Who |
|-----------------|-----------------------|--|--|
| Tue, 1 Nov | | • Health Minister/OROC Meeting – Dubbo – TO CONFIRM | • Clr Woodcock |
| Wed, 2 Nov | | | |
| Thu, 3 Nov | | | |
| Fri, 4 Nov | | | |
| Sat, 5 Nov | | | |
| Sun, 6 Nov | | | |
| Mon, 7 Nov | | | |
| Tue, 8 Nov | | | |
| Wed, 9 Nov | | | |
| Thu, 10 Nov | • 3.30pm | • HACC Meeting | • Clr Keir & GM |
| Fri, 11 Nov | | | |
| Sat, 12 Nov | | | |
| Sun, 13 Nov | | | |
| Mon, 14 Nov | • All day | • HR Summitt -Warren | |
| Tue, 15 Nov | • 10.00am | • Water & Sewerage Steering Committee Meeting (<i>Gingie, Namoi & Walli – First year review</i>) | • DUIS & GM |
| Wed, 16 Nov | • All day | • National Road Congress – Mt Gambier | |
| Thu, 17 Nov | • All day | • National Road Congress – Mt Gambier | |
| Fri, 18 Nov | • All day | • National Road Congress – Mt Gambier | |
| Sat, 19 Nov | | | |
| Sun, 20 Nov | | | |
| Mon, 21 Nov | | | |
| Tue, 22 Nov | • 10.00am | • Council Meeting – Burren Junction | • All Councillors and Exec Staff |
| Wed, 23 Nov | • 10.30am
• 5.30pm | • Collarenebri Community Working Party
• L/Ridge Community Working Party | • Clr Smith, GM, MCS
• Mayor, Clr Walford, MCS & GM |
| Thu, 24 Nov | | | |
| Fri, 25 Nov | | | |
| Sat, 26 Nov | | | |
| Sun, 27 Nov | | | |
| Mon, 28 Nov | | | |
| Tue, 29 Nov | | | |
| Wed, 30 Nov | • 10.00am | • Walgett Community Working Party | • Mayor, GM, MCS |

WALGETT SHIRE COUNCIL AGENDA



STRATEGIC TASKS, EVENTS AND MEETINGS CALENDAR

December 2011

| Date of Meeting | Time | What | Who |
|-----------------|-----------------------|---|--|
| Thu, 1 Dec | | | |
| Fri, 2 Dec | • All day | OROC Meeting - Coonabarabran | • GM, Mayor and Deputy Mayor |
| Sat, 3 Dec | | | |
| Sun, 4 Dec | | | |
| Mon, 5 Dec | | | |
| Tue, 6 Dec | | | |
| Wed, 7 Dec | | | |
| Thu, 8 Dec | • 3.30pm | • HACC Meeting – Walgett Hospital | • Clr Keir & GM |
| Fri, 9 Dec | | | |
| Sat, 10 Dec | | | |
| Sun, 11 Dec | | | |
| Mon, 12 Dec | | | |
| Tue, 13 Dec | | | |
| Wed, 14 Dec | | | |
| Thu, 15 Dec | • 9.30am | • Local Traffic Committee | • Clr Colless, Clr Martinez, DES & GM |
| Fri, 16 Dec | | | |
| Sat, 17 Dec | | | |
| Sun, 18 Dec | | | |
| Mon, 19 Dec | | | |
| Tue, 20 Dec | • 10.00am | • Council Meeting - Walgett | • All Councillors and Exec Staff |
| Wed, 21 Dec | • 10.30am
• 5.30pm | • Collarenebri Community Working Party
• L/Ridge Community Working Party | • Clr Smith, GM, MCS
• Mayor, Clr Walford, MCS & GM |
| Thu, 22 Dec | | | |
| Fri, 23 Dec | | | |
| Sat, 24 Dec | | | |
| Sun, 25 Dec | | CHRISTMAS DAY | |
| Mon, 26 Dec | | Christmas Day Public Holiday | |
| Tue, 27 Dec | | Boxing Day Public Holiday | |
| Wed, 28 Dec | | Council Administration Closed | |
| Thu, 29 Dec | | Council Administration Closed | |
| Fri, 30 Dec | | Council Administration Closed | |
| Sat, 31 Dec | | | |

10. DELEGATES AND REPRESENTATIVES TO, AND MEMBERS OF, EXTERNAL BODIES – OCTOBER UPDATE

REPORTING SECTION: Executive - Governance
AUTHOR: Don Ramsland – General Manager
FILE NUMBER: 09/1454

Summary:

The term of appointment of Council representatives and delegates is one year, terminating in September, unless indicated otherwise.

Discussion (including issues and background):

At the September 2011 Council meeting, Council resolved its nominations for each committee, however there were two committees that did not appear on that list.

Council are involved in the following two groups:

- Water Utilities Group
- Coonabarabran – Munginid Road Upgrade Project Steering Committee

Previously the Mayor, General Manager and Director Urban Infrastructure Services attended the Water Utilities Group meetings. And the Mayor, Clr Greenaway, General Manager, Executive Engineer and Director Engineering Services attended meetings of the Coonabarabran – Mngindi Road Upgrade Project Steering Committee.

Relevant Reference Documents:

Nil

Stakeholders:

Councillors and members of the Executive Team

Financial Implications:

Nil

Delegates and Representatives to, and members of External bodies

Recommendation:

1. That the following two Committees be included in Council's 2011/2012 Delegates and Representatives list:
 - * Coonabarabran – Mungindi Road Upgrade Project Steering Committee
 - * Water Utilities Group
2. That Clr _____ be Council's delegate on the Water Utilities Group.
3. That Clr _____ be Council's delegate on the Coonabarabran – Mungindi Road Upgrade Project Steering Committee.

(To be determined at meeting)

Moved:

Seconded:

Attachment:

Nil

11. DESTINATION 2036 OUTCOMES REPORT – OPPORTUNITY FOR COMMENT

REPORTING SECTION: Executive – Governance
AUTHOR: Don Ramsland – General Manager
FILE NUMBER: 09/1330

Summary:

To enable Council to review the Destination 2036 Outcomes report and make appropriate comment.

Background:

The Destination 2036 Workshop was held in Dubbo on 16/17 August, 2011 and Council was represented by the incoming Mayor Councillor Bill Murray and the General Manager. The workshop was attended by representatives from all Councils across NSW.

The Workshop was the subject of a report to the September meeting of Council.

Current Position:

The Destination 2036 Outcomes report has now been released and a copy has been forwarded to all Councillors and senior management staff for review. The Division of Local Government has written to all Mayors and General Managers (see letter attached) requesting that copies of the report be distributed as widely as possible and an opportunity be given for the document to be discussed at a Council level and each Council make appropriate comment on the recommendations detailed in the report by 4 November 2011.

Circular 11/28 (also attached) sets out the process and draft timeframe the Implementation Steering Committee (ISC) has agreed upon for developing the Action Plan.

It can be seen from this circular that work on many of the proposed actions from the Outcomes Report will commence from February, 2012.

Whilst it is intended that there will be further specific consultation as the process proceeds, it should be quite clear to Councils and staff across the State that now is the time to raise any concerns with the contents and recommendations of the Outcomes Report and make sure they are forwarded within the timeframe for lodging comments which close on 4 November, 2011.

Relevant Reference Documents/Policies:

Destinations 2036 Outcomes Report
Division of Local Government Circular 11/28
Division of Local Government Letter dated 23 September 2011

Governance issues:

The ISC is now seeking Council's comments/views with regards the following:

- 1. Do you support the draft Vision contained in the Outcomes Report?**
- 2. If not, what changes would you suggest?**
- 3. What do you believe should be the priorities for the draft Action Plan?**

It is suggested that Council discuss the best method of approaching the review of the document and providing comment as requested.

It is obvious that the outcomes of these discussions will be our Council's input into determining the direction local government will take in the coming years.

Environmental issues:

Refer to Destinations 2036 Outcomes Report

Stakeholders:

Council
Councillors
Residents and Ratepayers
Council staff

Financial Implications:

Any change in the methods of delivering local government services, and, indeed the structure of Walgett Shire will have tremendous impacts on all stakeholders.

The current process should be looked on as an opportunity to be grabbed with both hands.

Alternative Solutions/Options:

Any alternatives Council has to the recommendations and/or actions contained in the report need to be conveyed to the ISC by 4 November 2011.

Conclusion:

Council needs to take the time to consider the Report very carefully and comply with the timeframes set out for comment.

Destination 2036 Outcomes Report – Opportunity for Comment

Recommendation:

1. For Council's consideration.

Moved:

Seconded:

Attachments:

Division of Local Government letter dated 23 September 2011

Division of Local Government Circular 11/28 (provided under the Local Government Circular report)

WALGETT SHIRE COUNCIL AGENDA



5 O'Keefe Avenue NOWRA NSW 2541
Locked Bag 3015 NOWRA NSW 2541

Our Reference: A259223
Your Reference:
Contact: Mark Hely
Phone: 02 4428 4176

Clr Ian Woodcock
Mayor
Walgett Shire Council
PO Box 31
WALGETT NSW 2832

23 September 2011

Dear Clr Woodcock

As you would be aware, on 17 and 18 August 2011, the Mayors and General Managers of every council in NSW came together in Dubbo to consider the longer term future of local government in NSW.

That event – *Destination 2036* – commenced a road map to reshape the structure, governance and financing arrangements, functions and capacity of the local government sector to better enable councils to serve their communities in a challenging and rapidly changing environment.

We are writing to you now, in our capacity as the Destination 2036 Implementation Steering Committee, to advise that the *Destination 2036 Outcomes Report* is available on the Division website at www.dlg.nsw.gov.au.

The Division of Local Government has issued a circular to councils (11-28) regarding this matter and encouraging councillors and council staff to review and consider this important report. In addition, the Implementation Steering Committee has written to all General Managers requesting that they provide a copy of the report to all councillors and that they distribute the circular widely among staff.

If you have not already received a copy of the *Destination 2036 Outcomes Report*, we suggest you speak with your General Manager directly.

Overview of the Report

The report, which has been prepared by the independent workshop facilitator Elton Consulting, provides a comprehensive record of what transpired over the two days in Dubbo, together with the preparatory work undertaken before the event. It also describes the processes and techniques used at the workshop to identify issues, build and assess consensus and identify areas for further discussion and consultation.

T 02 4428 4100 F 02 4428 4199 TTY 02 4428 4209
E dlg@dlg.nsw.gov.au W www.dlg.nsw.gov.au ABN 99 567 863 195

Section 4 of the report contains the following draft Vision for the NSW local government sector, which was developed at the workshop:

Strong Communities through Partnerships

By 2036, all NSW communities will be healthy and prosperous – led and served by strong, effective and democratically elected local government.

Through leadership, local knowledge and partnerships with community, government and other sectors, we will plan our futures and deliver quality services and infrastructure. We will be recognised, respected and responsible for:

- ▶ Upholding the highest ethical standards
- ▶ Sound financial management
- ▶ Sensitive environmental stewardship
- ▶ Meaningful community engagement, advocacy and leadership
- ▶ Our adaptability, innovation and learning
- ▶ Developing the full potential of our people
- ▶ Responding to our diverse cultures and environments
- ▶ Creating places that people value

Section 10 of the report contains the suggested actions that were proposed by participants over the two days. It is important to note that the report has not tried to capture every idea proposed by every participant, but rather it focuses on actions that were presented multiple times during the process and/or fed back by one or more groups to a joint session as a priority.

Preparation of an Action Plan

As the Implementation Steering Committee (ISC) it will be our role to prepare an Action Plan, with a primary focus on the next four years. The Action Plan is to be based on the outcomes from the Destination 2036 workshop. The ISC will also coordinate the implementation of that Action Plan.

Further details regarding the ISC, including its Charter and copies of its meeting papers, can be found on the Division's [Destination 2036](#) webpage.

Outlined below is the process and draft timeframe that the ISC has agreed upon for developing the Action Plan:

| | |
|---|---|
| Wed 21 st Sept | <i>Destination 2036 Outcomes Report</i> released |
| 21 st Sept – 4 th Nov | Councils to consider <i>Destination 2036 Outcomes Report</i>
ISC to prepare first draft of the Action Plan |
| Friday 4 th Nov | Comments on the draft Vision and priorities for the Action Plan are due |
| 7 th Nov – 16 th Nov | ISC to finalise draft Action Plan |
| Mon 21 st Nov | Draft Action Plan released for consultation |
| 21 st Nov – 30 th Dec | Consultation on draft Action Plan |
| Fri 30 th Dec | Submissions on the draft Action Plan are due |
| January | ISC to finalise draft Action Plan |
| End January | Draft Action Plan presented to the Minister |
| February 2012 onwards | Staged commencement of work on actions contained in the Action Plan |

In summary, the ISC will develop an initial draft Action Plan based on the material contained in the Outcomes Report, with input from stakeholders. That draft Action Plan will then be released for detailed stakeholder consultation. Based on this consultation, the ISC will then finalise the Plan and submit it to the Minister for Local Government.

The ISC envisages that work on many of the individual actions contained in the Plan will commence in February 2012. The ISC anticipates that many of the actions will require detailed examination and they will involve specific stakeholder consultation.

It is therefore important to appreciate there will be a number of opportunities for stakeholders to contribute to the development of the Action Plan and to then comment on the direction of the agreed actions as work proceeds.

Comments on draft Vision, priorities and process

In accordance with the timeframes provided above, the ISC is now seeking your views on the following:

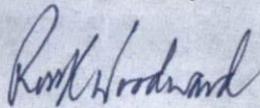
1. Do you support the draft Vision contained in the Outcomes Report?
2. If not what changes would you suggest?
3. What do you believe should be the priorities for the draft Action Plan?

Comments can be sent to: Project Manager – Destination 2036
Division of Local Government
Department of Premier and Cabinet
Locked Bag 3015
NOWRA NSW 2541

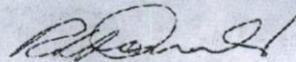
Alternatively, comments can be emailed to Destination2036@dlg.nsw.gov.au.

As indicated above, the closing date for comments is close of business, **Friday 4 November 2011**.

Yours sincerely



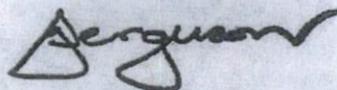
Ross Woodward
Chief Executive, Local Government
A Division of the Department of Premier
and Cabinet



Cr Ray Donald
President
Shires Association of NSW



Cr Keith Rhoades AFSM
President
Local Government Association of NSW



Mr Mark Ferguson
President
Local Government Managers
Australia (NSW)

12. WALGETT PCYC PROPOSAL – NEED FOR COUNCIL ENDORSEMENT

REPORTING SECTION: Executive -Governance
AUTHOR: Don Ramsland – General Manager
FILE NUMBER: 00/0000

Summary:

To endorse action being taken to lodge an expression of interest in the establishment of a PCYC facility in Walgett.

Background:

As previously reported to Council, Expressions of Interest are now being invited for the establishment of seven PCYC facilities across the State. There will be 2 grants of \$2.5 M and 5 grants of \$500,000. One grant of \$2.5M has already been allocated for western Sydney.

Current Position:

As also reported earlier, a working party has been formed to prepared an application for Walgett. One point of difference with our proposal will be for the proposed facility to service not only Walgett but also all of the outlying towns and centres within a radius of up to 110 km around Walgett including some centres in neighbouring shires that are within the NSW Police Service Castlereagh Local Area Command.

EOIs close on 31 October 2011.

Relevant Reference Documents/Policies:

EOI advertisements and guidelines

Governance issues:

The establishment of a local PCYC facility will be highlighted in Walgett's 10 year Community Strategic Plan.

Environmental issues:

The establishment of this type of facility, servicing an area over 22,000 square kms, will provide tremendous opportunities for the social development of local youth.

Stakeholders:

Council
Local youth
Residents and ratepayers
staff

Financial Implications:

Whilst the initial application will be for a grant of \$2.5M, various existing initiatives are intended to be identified as matching funding commitments.

Legal Issues:

Nil

Alternative Solutions/Options:

This is a one off opportunity from a newly established State Government programme which will run over 4 years.

Conclusion:

Council needs to formally endorse the concept to enable the EOI to have any chance of success.

Walgett PCYC Proposal – Need for Council Endorsement

Recommendation:

That Council:

1. Formally endorse the submission of an Expression of Interest for the establishment of a PCYC facility for Walgett.
2. Commit all reasonable resources to the preparation of the Expression of Interest and development of necessary plans and specifications for the proposed development.
3. Identify what current resources/commitments could be transferred to the proposed facility.
4. And if the Expression of Interest is successful, commit to expediting the implementation of the proposed project.

Moved:

Seconded:

Attachments:

Nil

13. 2012 AUSTRALIA DAY CELEBRATIONS

REPORTING SECTION: Governance
AUTHOR: Jodie Campbell – Executive Assistant
FILE NUMBER: 11/306

Summary:

On Thursday 26th January 2012, Council's Australia Day Breakfast and Celebration will be held in Walgett. 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 an Australia Day Committee and a Judging Panel for the Awards.

Background:

Every year Council celebrates Australia Day on 26th January, usually with a breakfast early in the morning followed by an official presentation of Awards by the Mayor and the Australia Day Ambassador.

Each year, Council rotates the location of the event between its three major towns, Walgett, Lightning Ridge and Collarenebri. This year the event is scheduled to be in Walgett.

The event was held in Collarenebri in 2010 and Lightning Ridge in 2011.

Current Position:

The theme for Australia Day 2012 'Make Your Mark Australia' - a celebration of the many and varied valuable contributions that Australians make every day; locally, nationally and internationally. Every day, Australians of all ages, genders, religions and races are making their mark – on their local community, on the nation, in the world.

In previous years, Council has organised the whole event internally. For 2012, we would like to utilise the expertise of our community members in helping organise the day. It is envisaged that the committee will consist of the General Manager, the Executive Assistant and about 3 or 4 members of the local community. A copy of an advertisement calling for expression of interest for community members in forming an Australia Day community committee will be placed in local papers.

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. It is envisaged that the judging for the awards will take place in the week beginning 12 December 2011 well before the Christmas/New Year shutdown because of the need to arrange awards, engraving etc.

Relevant Reference Documents/Policies:

Nil

Governance issues:

Nil

WALGETT SHIRE COUNCIL AGENDA

Environmental issues:

Nil

Stakeholders:

Council
Walgett Shire Ratepayers

Financial Implications:

Council has a budget of \$2,500 for its 2012 Australia Day Celebrations

Alternative Solutions/Options:

Council could determine to continue its current process of organising Australia Day events with internal staff.

Council could determine not to select any community members to be part of the judging panel

Conclusion:

Council needs to determine its action in respect of forming a community committee to organise the 2012 event, as well as determine who will be on the judging panel for the awards.

2012 Australia Day Celebrations

Recommendation:

That:

1. Council advertise for Expression of Interest from community members to form a Australia Day Community Committee for 2012.
2. The Mayor and the following Councillors be members of the 2012 Australia Day Awards Judging panel. Clr _____ and Clr _____
3. The Mayor be the chairperson of the Judging panel.
4. 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.

Moved:

Seconded:

Attachments:

Advertisement calling for Expression of Interest in forming a Australia Day Community Committee



2012 AUSTRALIA DAY AWARDS – MEMBERS OF COMMITTEE

Walgett Shire Council is seeking nominations from interested persons to be part of the committee for the Australia Day Awards. The Panel will be chaired by Mayor Bill Murray.

The judging will take place in the Council Chambers in the week commencing 12th December 2011.

Please register your interest with Jodie Campbell on 68286116, or via email icampbell@walgett.nsw.gov.au by Friday 2nd December 2011.

14. MATTERS GENERALLY FOR BRIEF MENTION OR INFORMATION ONLY FROM GENERAL MANAGER – OCTOBER 2011

REPORTING SECTION: General Manager
AUTHOR: Don Ramsland – General Manager
FILE NUMBER: 11/298

- 1. Correspondence from Honourable Sophie Cotsis**
Council has received correspondence from the Honourable Sophie Cotsis congratulating Council and Council staff on receiving the 'Best Ongoing Commitment to Local Youth Week' Awards.
- 2. Ministerial Circular – M11-01 - EQUITABLE AND AFFORDABLE ACCESS TO COUNCILS' SPORTING AND RECREATIONAL FIELDS**
Council received a ministerial circular on Equitable and affordable access to Council's Sporting and Recreational Fields. Please see attachment B
- 3. Regional Library Agreement**
A meeting of the Regional Library Committee has been set down for Brewarrina on Wednesday 26 August 2011.

It is envisaged that the new library agreement will be finalised at that meeting. A meeting between regional library representatives from Moree met with Walgett library delegates in Walgett on Tuesday 20 September 2011 and a satisfactory understanding was reached with regards the issues still in question in the new agreement.

It is understood a similar meeting was held between Moree and Gwydir shire representatives recently, remembering that they had similar issues to Walgett. However, the outcome of that meeting is not known and perhaps our representatives should make contact with the Gwydir representatives to canvas any remaining matters yet to be resolved.

- 4. Rural Financial Counsellor**
At a meeting with the Executive Officer of the Central West Rural Councillors on Monday 17 October 2011 Council representatives were advised that funding for the Walgett Rural Counsellor had been secured for another four years.

The delay in finalising a contractual agreement has resulted in the Walgett Counsellor now only being available for three days per week, although there appears to be an agreement for this to be extended to a full week should the need arise.

Advice also to hand indicates that the Coonamble Rural Counsellor has resigned and the Gilgandra position is being out serviced from Dubbo on a needs basis.

- 5. Lightning Ridge Bore and Pipeline Progress**
Work on the sinking of the new Lightning Ridge town bore has been commenced, along with the restoration of the water supply to the three Mines Association residences with a temporary 25 mm line.

Work associated with bringing the new bore online, including the provision of a power supply and suitable buildings to house the new equipment are in the hands of the DUIS.

The other emergency backup measures to secure the integrity of the town water supply are also in the hands of the DUIS and a check will be made shortly to ensure all necessary action required has been taken.

6. Community Strategic Plan

The third round of community forums, engaging with the community in the formulation of the ten year community plan, have now been completed.

A report in relation to the next steps in the process is being prepared for consideration at Council's November, 2011 meeting.

7. 2012 Elections

The Division of Local Government has recently issued guidelines for Council Administered Elections in 2012.

An early review of those guidelines gives the impression that it will be nigh on impossible for a General Manager to oversight an election without using the services of the NSW Electoral Commission or a similar, private organisation.

Estimates of the costs involved are currently being sought and a detailed report will be prepared for the November meeting ahead of the 30 November deadline for Council to determine the approach to be taken with regards the 2012 elections.

8. Internal Auditor Appointment Progress

As Council is aware, Council is part of a joint tender through OROC for the provision of internal auditing services. Expressions of interest have now closed and a meeting will be held next week to consider the responses received.

9. Annual Report

Council's Annual Report must be completed and lodged with the Division of Local Government by 30 November each year. The 2010/11 Annual report is currently in the course of preparation under the oversight of our Acting Director of Corporate Services and will be finalised by the due date.

Any comments/advice with regards improvement to the format used in previous years will be gratefully accepted.

10. Lightning Ridge HACC Centre Progress

Work on the new Lightning Ridge HACC Dementia Day Care Facility is scheduled for completion by the end of October 2011. Works associated with fit out and other operational issues will then be finalised ahead of a formal opening prior to Christmas 2011.

11. Collarenebri Water Supply Issues

Whilst in Sydney on Friday 14 October 2011, discussions were held with the NSW Office of Water concerning water supply and discolouration issues in respect of the Collarenebri Town Supply.

An number of observations and suggestions were made which will hopefully lead to substantial improvements in both the quality and quantity of water available during the coming summer.

Talks were also had with regards improving the Walli Village supply as well.

12. Capital Works Water & Sewerage

The next meeting of the Steering Committee overseeing the Walgett Water and Sewerage Supply Upgrade works will be held in Walgett on Tuesday 15 November 2011. In recent weeks survey and design work has been in progress, including some onsite surveys in Walgett.

13. Villages Water & Sewerage Operation and Maintenance Supervision Agreement.

Following on from detailed discussion in Sydney on Friday 14 October 2011, a decision has been taken to extend the current operations and maintenance contract for the Villages of Ginghi, Namoi and Walli for a further twelve months.

The NSW Office of Water agrees with Council's belief that this is the lead time required for Council to set up the organisational structure to take over this area of operations in its own right. Council will continue to supervise the current contractor on similar terms and conditions as those already in place.

In addition, Council will have the right of first refusal to undertake any of the identified programme of backlog works and all emergency works must be referred to Council before any action is taken.

14. Review of 2011/2012 Management Plan

Current staff shortages have precluded the completion of the detailed review of the 2011/2012 Management Plan and a detailed report will be prepared for the November 2011 meeting.

Matters Generally for Brief Mention or Information only from General Manager – October 2011

Recommendation:

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

Moved:

Seconded:

Attachments:

- A – Letter from Honourable Sophie Cotsis
- B – Ministerial Circular M11-01

WALGETT SHIRE COUNCIL AGENDA



LEGISLATIVE COUNCIL

RECEIVED 21 SEP 2011



The Honourable Sophie Cotsis MLC

Walgett Shire Council
PO Box 31
Walgett NSW 2832

Dear Mayor Woodcock,

I warmly congratulate your council and council staff-members on receiving the Best On-going Commitment to Local Youth Week Programs Award.

I am confident that your efforts and achievements will encourage other councils to think in similarly original and sustainable ways.

I look forward to further developing a strong relationship with your council and communities and urge you to contact my office if you would ever like to discuss any issues.

Yours Sincerely,

A handwritten signature in blue ink that reads 'Sophie Cotsis'.

The Hon Sophie Cotsis MLC
NSW Shadow Minister for Local Government,
Industrial Relations and Status of Women

NSW Parliament
Macquarie Street
Sydney NSW 2000 Australia

Tel: (02) 9230 2080
Fax: (02) 9230 3056
Email: sophie.cotsis@parliament.nsw.gov.au

Ministerial Circular

Circular No. M11-01
Date 21 September 2011
Doc ID. A257833

Contact Policy Branch
02 4428 4174

EQUITABLE AND AFFORDABLE ACCESS TO COUNCILS' SPORTING AND RECREATIONAL FIELDS

The purpose of this circular is to remind councils of their role in promoting and supporting physical activity in their communities.

It has become practice for some local councils to impose a fee or charge for the use of sporting fields, ovals, reserves and facilities where sport is played and/or utilised to support sporting activities.

The NSW Government is committed to increasing participation in physical activity because it contributes significantly to our health as summarised in the NSW Premier's Council for Active Living (PCAL) *Why Active Living Statement*. Local councils are responsible for contributing to the health and well-being of their communities through the provision of services and facilities at the local level.

It is vital that the resources required to maintain council facilities are balanced against the importance of providing affordable and equitable access to sporting fields for the community, in particular, young people. Young people from certain lower socio-economic backgrounds are less likely to participate in physical activity than other young people. This is contributing to increased NSW population levels of childhood overweight and obesity and the associated health problems we are currently experiencing.

As such, councils are encouraged to provide affordable and equitable access to sporting and recreational fields for their communities, particularly young people.

As part of the Integrated Planning and Reporting (IP&R) planning process, councils are also strongly encouraged to review the *Addressing active living through council's Integrated Planning and Reporting Framework resource* prepared for PCAL and the Division of Local Government. Active living refers to opportunities for incorporating physical activity into routines of daily life, as well as for sport and recreation.

The resource provides guidance to councils (and other interested parties) on how to address active living principles and practices as councils implement the IP&R framework. The resource is available on the PCAL website at: www.pcal.nsw.gov.au/local_government.

NSW Government
Governor Macquarie Tower
1 Farrer Place
SYDNEY NSW 2000

The PCAL website also contains a wealth of resources and case studies available to assist councils in active living design considerations.

We would like to once again take this opportunity to remind councils of their important role in promoting and supporting physical activity and the need to provide affordable and equitable access to recreation and sporting fields for their communities, particularly for young people.



**The Hon Don Page MP
Minister for Local Government**



**The Hon Graham Annesley MP
Minister for Sport and Recreation**

/DB

15. RV FRIENDLY SCHEME FOR WALGETT SHIRE TOWNS & VILLAGES

REPORTING SECTION: Economic Development
AUTHOR: Alana Copelin– Senior Visitor Information Officer
FILE NUMBER: 11/342

Summary:

The purpose of this report is to allow Council to consider endorsing applications for Burren Junction, Collarenebri and Walgett to be designated as “RV Friendly Towns” as well as Carinda and Rowena to be designated as :”RV Friendly Locations”.

Background:

The Caravan and Motorhome industry is facing changes in consumer preferences with more motor homes and caravans becoming self contained and requesting free or low cost camp sites. Walgett Shire Council is required to balance the needs of the travelling motorist and local business.

Some caravan park operators seem to have difficulty in setting a differential type charge for visitors who do not require use of a full range of allocated caravan park facilities.

Current Position:

In the last 5 years there has been a dramatic increase in self-contained vehicles entering the market. These self contained motorhomes and caravans have their own toilets, showers, laundries, phones, GPS systems, air conditioning, fridges, computers, generators and water tanks. The average motorhome and caravan traveller requires only limited facilities but does require access to dump points, rubbish bins, water, and a place to park these large vehicles.

Walgett Shire Council has the opportunity to join the CMCA RV Friendly Town or Destination Scheme. This scheme is aimed at assisting mobile travellers by providing basic facilities and a safe place to rest and stay for 24 - 48hours. Smaller towns in the Shire could benefit enormously by encouraging self contained tourists to stay overnight and spend money in their town. On average, these self contained visitors spend \$652 per week.

There are over 50 towns and Shires within Australia who are current members of the RV Friendly Town or Destination Scheme. Some of the current members within NSW include Narrabri, Boggabri, Pilliga, Bingara, Cobar and Hay.

For Walgett Shire to qualify as a CMCA RV Friendly Town or Destination it must meet the criteria, as set out below;

- Provision of short term ‘Rest Area’ parking (24hours) with an allowance to restrict the rest area to self contained vehicles only.
- Provision for longer term parking within a 10km radius of the town centre, at a reasonable rate restricted to self contained vehicles only.
- Access to a general shopping area within 2.5km of the town centre.
- Access to a dump point within 50kms of the town.
- Access to potable water

WALGETT SHIRE COUNCIL AGENDA

- Parking close to town centre, general shopping area with groceries and fresh produce.
- Access to medical surgeries and pharmacies
- Access to a visitor information centre
- Access to a motor vehicle service centre.

The CMCA hosts two rallies per year in locations throughout Australia. Bingara hosted the CMCA Rally in October 2008 with over 1000 vehicles for seven days. One local business served over 300 meals per day and the Bingara community are still seeing the benefits of the rally 3 years later.

Because of the propensity to 'camp' rather than use commercial accommodation, this market is often not welcomed by towns and there are many Councils erecting signs and introducing fines to prevent campervans and motorhomes staying overnight in the area outside caravan parks.

Towns that are 'pro and anti' this market are regularly featured in the CMCA publication, "Wanderer" and other relevant publications, with visitation to 'pro' areas encouraged and 'anti' areas actively boycotted.

While this market does not spend significantly on accommodation, it does spend on other services such as groceries, restaurants and clubs, merchandise and tours and can be a lucrative market if properly embraced by the commercial sector.

This issue of Lightning Ridge becoming an RV Friendly town has been put forward on two separate occasions once in 2008 and again in 2010. Both times the idea was shelved predominately because Council was not able to meet the essential criteria in parking and long term overnight camping and there was some resistance to competition of existing local business including caravan parks.

Since the introduction of primitive camping grounds in Walgett, Collarenebri and Burren Junction in 2009, these towns now meet all the essential criteria and most of the desirable criteria. Both Carinda and Rowena are being put forward as RV Friendly locations which have fewer criterions to meet.

Also none of the locations put forward currently have caravan parks operating in town.

The Lightning Ridge Tourism Association are again looking at the RV Friendly Scheme and so Lightning Ridge has not been included in this report.

Relevant Reference Documents/Policies:

RV Friendly Town Scheme Assessment Form
RV Friendly Location Scheme Assessment Form

Governance issues:

To ensure an open and transparent approach to this issue, it is proposed that Council's intention to seek "RV friendly town" and "RV friendly destination" be advertised and community submissions invited.

Environmental issues:

From an environmental view point it would be far more preferable for designated "camping areas" to be identified and appropriately supervised and maintained rather than the current haphazard approach which could result in various problems including health issues.

Stakeholders:

Walgett Shire Council
Caravan & Motorhome Club of Australia (CMCA)
Burren Junction Community
Collarenebri Community
Walgett Community
Carinda Community
Rowena Community

Financial Implications:

The CMCA asks that Walgett Shire Council install RV Friendly town Signs at the main entrances to each town. Signs are at a cost of \$260 for two signs. Walgett Shire Council would require 12 signs at a total cost of \$1560.00 plus installation costs.

These costs can be funded from existing tourist allocations

Alternative Solutions/Options:

1. Do nothing
2. Erect signage prohibiting overnight camping on roads and reserves

Legal Issues:

Council would need to ensure any signage meets appropriate legislative requirements.

Conclusion:

It would be appropriate for Council to consider whether or not it should be establishing "RV Friendly Town" and/or "RV Friendly Destination" statuses for the towns of Burren Junction, Collarenebri, Carinda, Rowena and Walgett.

RV Friendly Scheme for Walgett Shire Towns & Villages

Recommendation:

1. That council receive and note the report in relation to RV Friendly Town Schemes within Walgett Shire
2. That Council endorses all 5 applications including Burren Junction, Collarenebri, Carinda, Rowena and Walgett and supports the establishment of signage once Walgett Shire Council has received approval from CMCA.
3. That Council advise the CMCA of the proposals and seek approval to establish appropriate signage.
4. No action be taken with regards Lightning Ridge until an approach is received from the Lightning Ridge Tourist Association.

Moved:

Seconded:

Attachments:

Nil

16. REPORT ON YOUTH DEVELOPMENT AND SERVICES – JULY TO SEPTEMBER 2011

REPORTING SECTION: Community Services
AUTHOR: George McCormick – Youth Development Officer
FILE NUMBER: 09/1763

Summary:

This report presents a brief overview of Youth Development programs and services planned, implemented and completed for the period July 2011 to September 2011.

Programs, initiatives, events highlighted in this report are directly in line with Walgett Shire Youth Strategy - A five year plan, 2009 – 2014 action plan.

Background:

Last quarterly report submitted for the period April 2011- June 2011

Current Position:

Highlights:

- NSW Local Government Youth Week 2011, awarded “Best Ongoing Commitment” for a council in NSW and were also announced top three finalists in the category of “Best Local Youth Week Program 2011”
- Continued successful partnerships with service providers and organisations in local programs targeting early interventional initiatives , health and well being initiatives
- NAIDOC celebrations and events successful – Lightning Ridge and Walgett
- Increased genuine participation by young people in planning, implementing and facilitating Youth Week 2011 as demonstrated by Youth Week awards
- Outstanding participation numbers at Youth Council driven event “Connecting our Communities”, targeting strengthening of inter-town relationships of our young people
- Hepatitis A, B, C, awareness and education initiative successfully staged in Walgett and Collarenebri, funding through Hep C Council NSW and delivered in partnership with local health and well being organisations.
- Implementation and positive outcomes relating to “Strong Collie Initiative”- targeting diversion of alcohol related issues, connection to culture and healthy life choices of young people in Collarenebri
- Youth Options Walgett- Project continues to engage young people “in place” during week nights and Saturday mornings
- Notification Council’s Youth Development Officer, top three finalists in ACT/ NSW Regional Community Service and Achievement Awards 2011

After School Activities/ Youth Centres

All Youth Centres across the Shire are operational. After school care continues to be offered from 3.30pm – 6.30pm at Walgett and 3.00pm – 6.00pm, at Lightning Ridge and Collarenebri.

Daily programs implemented for the reporting period include: computers, DJ equipment, cooking, Wii challenges, karaoke sessions, pool / table tennis competitions, sports orientated games and arts and crafts.

Dance Parties and NAIDOC events have also been implemented and high participation numbers of young people at events recorded.

As the local pools are now opened with the summer months upon us, after school activities will include pool days and other structured activities.

Vacation Care Services

July 4th- 15th 2011

A huge Vacation Care program was on offer and implemented during the July school holiday break with the teams from Storm Co visiting Walgett and Lightning Ridge working in partnership with our youth development teams in delivery of programs to young people. Other highlights included Hep A, B, C, awareness and education events in Collarenebri and Walgett.

The youth development team partnered with the Hep C Council NSW, Outback Division of General Practices, Youth off the Streets, Greater Wester Area Health Service, and Walgett Aboriginal Medical Service to deliver these programs to our young people targeting increased knowledge and prevention of hepatitis A, B, C, and other blood borne viruses.

In Grawin the team staged a few new initiatives partnered with Lightning Ridge Safe House in delivery of awareness and prevention sessions with young people and several parents. The team also hosted a “beauty day for the girls”.

Skate Park competitions in all centres proved popular with prizes offered to participants and our youth services teams took advantage of the State of Origin battles with best dressed and sport related activities throughout the weeks.

The Connecting our Communities event was a standout initiative during the break with a total of **154 young people and family members participating in the Youth Council driven event. Many young people from other communities were transported into the event at Walgett to engage in healthy activities and strengthen relationships with young people from across our vast Shire.**

The day saw many healthy relationships between young people from different communities develop and we are keen to see these continue. Our full youth development team was on hand for the day with thirteen youth services staff supporting the event alongside the Youth Council members.

Partnering in this event were, Youth Action Policy Association, Outback Division of General Practices, Safe Families Walgett, Yawarra Meamei, YOTS, Thiyama-Li, and WAMS

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Attendance and engagement numbers:

Walgett - **573 (including 154 young people in attendance at “Connecting our Communities” event.)**

Lightning Ridge 483

Collarenebri **407**

Grawin **152**

Total: 1615

September/ October Vacation Care Programs

the time of submitting this report our team has just completed the first week of the September/October holiday program.

The first week of programs implemented have been well received by young people throughout the Shire in all four centres Grawin, Lightning Ridge, Walgett and Collarenebri.

Pool programs and sexual health sessions, age restricted Dance Parties (5- 11 year olds) are included along with regular “young people requested” events.

Attendance figures and engagement numbers: September / October Vacation Care:

Walgett 222

Lightning Ridge 205

Collarenebri 171

Grawin 95

Total: 693

NSW Local Government Youth Week Awards 2011

On the 3rd of August, the NSW Local Government and Shires Association hosted their annual awards evening to celebrate the achievements of Councils across NSW.

The Mayor, Ian Woodcock, staff and Youth Council representatives, Danielle Rennie (Lightning Ridge), Polly Halley (Walgett) and Daniel Kauri (Walgett), attended the gala event which took place in Sydney at a presentation attended by Members of Parliament, dignitaries, elected members, staff and young people.

Four Councils were awarded for their Youth Week programs, as judged by the NSW Youth Week Young People’s Advisory Committee.

Walgett Shire was one of only two councils nominated as finalists in two categories; Best Ongoing Commitment to Youth Week and *Best Local Youth Week Program*.

Walgett Shire were announced winners over much larger Councils across NSW of “Best Ongoing Commitment to Youth Week” award 2011.

Youth Council

Youth Council will meet in the month of October at a time to be advised due to schooling commitments of members with the meeting to take place in Lightning Ridge. In a bid to develop working relationships with youth services and the young people in our neighboring Shire’s there is a strong possibility of youth from Coonamble High School in being attendance to witness and gain an insight into how a youth council operates and functions.

Programs

School to Work Initiative

Currently there are five (5) students engaged in the school to work program in Collarenebri - (youth services), Walgett (youth services and library) and Lightning Ridge (urban infrastructure and youth services). Identification of other potential participants attending school throughout the Shire is ongoing.

Youth Options Walgett Project - (externally funded)

Youth Workers continue to engage young people, in-place, with two youth workers involved in after hours youth support. Youth Workers report they are engaging with an average of between 15- 25 young people per evening in Walgett.

Their role involves provision of support, information and referral with the aim of providing young people with healthy pathways to social, educational and recreational opportunities. Youth workers report numerous young people have received advice and support regarding referrals and links to services that may assist them. Progress reports are ongoing to funding body.

Strong Collie Project - (externally funded)

The project targets capacity building and leadership development to divert the participants from engaging in alcohol related offences by engaging young people in a range of activities that will seek to connect young Aboriginal men and women to traditional cultures, strengthening their individual capacity for self responsibility.

The project has commenced in line with funding agreement. To date participants have engaged in one cultural trip/ camp to Yalmambirra Boogijoon Doolin Cultural Camp at Gilgandra. The group have also completed four trips across to the Lightning Ridge Keeping Place and engaged with a range of programs with Elders including an excursion to the Coooran Lakes and other cultural business.

Up and coming events

- Children's week 2011
- Youth Council Meeting
- Local Implementation Plan Youth Sub Group
- Christmas events and celebrations
- January School Holiday programs

Relevant Reference Documents/Policies:

Walgett Shire Council Management Plan 2008 / 2009 – 2012 / 2015

Walgett Shire Youth Development Youth Strategy 2009 / 2014

Walgett Shire Council Community Plan 2010 – 2014

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

Governance issues:

Nil

Environmental issues:

Nil

Stakeholders:

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

Financial Implications:

Funding is within current budget limits. It is difficult to estimate the offsets of having successful youth programmes with reduction in vandalism / anti social behaviours for example.

Alternative Solutions/Options:

Nil

Conclusion:

The Youth Development team have successfully progressed projects and programs this quarter in accordance with the Walgett Shire Youth Development Youth Strategy 2009 - 2014.

Report on Youth Development and Services – July to September 2011

Recommendation:

1. That the quarterly report on Youth Development and Services for the period July 2011 – September 2011 be received and noted.

Moved:

Seconded:

Attachments:

Nil

17. VARIATION OF FUNDING AGREEMENT – WALGETT YOUTH FACILITIES SUPPORT PROJECT

REPORTING SECTION: Community Services
AUTHOR: George McCormick – Youth Development Officer
FILE NUMBER: 09/1458

Summary:

Council received grant funding from the Department of Families, Housing, Community Services and Indigenous Affairs (FaHCSIA) to facilitate Youth Facilities Support Project - Shade shelter and seating Walgett basketball courts.

This report is seeking Council to sign and seal variation documentation relating to finalising funding requirements.

Background:

Funding was received to the amount of \$40,000.00 to install shade shelter and seating at the basketball / netball courts , Fox Street Walgett.

The final report and acquittal has been lodged by Council and received by FaHCSIA regarding this project and funds expended.

The funding body is seeking Council to sign and seal two variation requests as part of the funding was expended following the intended project completion.

Current Position:

N/A

Relevant Reference Documents/Policies:

Walgett Shire Council Community Plan 2010-2014

Walgett Shire Youth Development Strategy 5 Year Plan 2009-2014

Governance issues:

Nil

Environmental issues:

Nil

Stakeholders:

FaHCSIA

Walgett Shire Council

Youth and young people of Walgett

Financial Implications:

Nil

Alternative Solutions/Options:

Nil

Conclusion:

In order to finalise this funding agreement, the Mayor and General Manager are required to sign and affix the Council seal to two copies of the attached Funding Agreement Variation.

Variation of funding agreement - Walgett Youth Facilities Support Project

Recommendation:

That Walgett Shire Council resolves to:

1. Authorise the Mayor and General Manager to sign and affix the Council seal to two copies of the Variation of Funding Agreement for the Walgett Youth Facilities Support Project .

Moved:

Seconded:

Attachments:

Variation to Funding Agreement, in duplicate for signing only

18. VARIATION OF FUNDING AGREEMENT – WALGETT YOUTH RESOURCES

REPORTING SECTION: Community Services
AUTHOR: George McCormick – Youth Development Officer
FILE NUMBER: 09/1458

Summary:

Council received grant funding from the Department of Families, Housing, Community Services and Indigenous Affairs (FaHCSIA) to facilitate Youth resources project in Walgett.

This report is seeking Council to sign and seal variation documentation relating to finalising funding requirements.

Background:

Funding was received to the amount of \$20,000.00 to purchase youth related equipment at Walgett Youth Centre.

The final report and acquittal has been lodged by Council and received by FaHCSIA regarding this project and all funds expended.

Current Position:

The funding body is seeking Council to sign and seal two variation requests as part of the funding was expended following the intended project completion.

Relevant Reference Documents/Policies:

Walgett Shire Council Community Plan 2010-2014
Walgett Shire Youth Development Strategy 5 Year Plan 2009-2014

Governance issues:

Nil

Environmental issues:

Nil

Stakeholders:

FaHCSIA
Walgett Shire Council
Youth and young people of Walgett

Financial Implications:

Nil

Alternative Solutions/Options:

Nil

Conclusion:

In order to finalise this funding agreement, the Mayor and General Manager are required to sign and affix the Council seal to two copies of the attached Funding Agreement Variation.

Variation of funding agreement - Walgett Youth Resources

Recommendation:

That Walgett Shire Council resolves to:

1. Authorise the Mayor and General Manager to sign and affix the Council seal to two copies of the Variation of Funding Agreement for the Walgett Youth Resources project.

Moved:

Seconded:

Attachments:

Variation to Funding Agreement, in duplicate for signing

19. PUBLIC INTEREST DISCLOSURES POLICY & PROCEDURE

REPORTING SECTION: Corporate Services
AUTHOR: Glen Warren – Acting Director Corporate Services
FILE NUMBER: 10/354

Summary:

To adopt the draft Public Interest Disclosures Policy and Procedure and place on exhibition for a period of 28 days as per the requirements of the Local Government Act, 1993.

Background:

The *Protected Disclosures Act 1994* sets out the system under which people working within the NSW public sector can make complaints about the functioning of the public sector in a way that minimises the risk of reprisal.

The things people can make disclosures about are corrupt conduct, serious maladministration, serious and substantial waste, a failure to properly fulfil functions under the *Government Information (Public Access) Act 2009* and pecuniary interest contravention under the *Local Government Act 1993*.

Current Position:

Council received correspondence from the NSW Ombudsman's Office notifying Council of amendments to the Protected Disclosure legislation.

The *Protected Disclosure Act 1994* was renamed the *Public Interest Disclosures Act 1994*. This Act applies to all public authorities in NSW and covers the public sector including all state government agencies, Councils, state-owned corporations and universities.

Under the Act Walgett Shire Council is required to adopt by October 2011 a policy and procedure for receiving, assessing and dealing with protected disclosures.

Relevant Reference Documents:

Government Information (Public Access) Act 2009
NSW Ombudsman guidelines and model internal reporting policy for organisations and local government

Governance Issues:

Council must adopt a Public Interest Disclosures Policy and Procedure as required by the change in the *Public Interest Disclosures Act 1994*.

Environmental Issues:

Nil

Stakeholders:

Councillors
Staff
Independent Contractors

Financial Implications:

There are no external financial implications. The policy and procedure was developed in-house.

Legal Issues:

Nil

Alternative Solutions/Options:

Nil

Conclusion:

It is now appropriate for Council to adopt the draft Public Interest Disclosures Policy and Procedure and place it on exhibition for a period of 28 days as per the requirements of the Local Government Act, 1993.

| Public Interest Disclosures Policy & Procedure |
|--|
| <p>Recommendation:</p> <p>1. That Council adopt the draft Public Interest Disclosure Policy and place the draft policy on public exhibition for a period of 28 days as per the requirements of the Local Government Act 1993.</p> <p>Moved:
Seconded:</p> |

Attachments:

A – Draft Public Interest Disclosure Policy and Procedure



GOV – PUBLIC INTEREST DISCLOSURES POLICY & PROCEDURE

Adoption Date: 25th October 2011

Review Date: 25th October 2013

Responsible Officer: Acting Director Corporate Services

Objective

To provide a mechanism for Councillors, staff and independent contractors that encourages and facilitates the disclosure, in the public interest, of corrupt conduct, maladministration, serious and substantial waste and government information contravention within Walgett Shire Council and ensures that any disclosure is used to achieve efficiency and effectiveness of Council's operations.

Policy

Support for person who make disclosures

Walgett Shire Council does not tolerate corrupt conduct, maladministration, serious and substantial waste of public money or government information contravention. Walgett Shire Council is committed to the aims and objectives of the *Public Interest Disclosures Act*. It recognises the value and importance of contributions of staff to enhance administrative and management practices and strongly supports disclosures being made by staff, Councillors or independent contractors, which disclose corrupt conduct, maladministration, serious and substantial waste or government information contravention. Walgett Shire Council will take all reasonable steps to provide protection to Councillors, staff and independent contractors who make such disclosures from any detrimental action in reprisal for the making of the disclosure.

Purpose of the policy

To be protected by the Act, a disclosure must be made by a member of staff, independent contractor or Councillor to:

- an investigating authority;
- the General Manager; or
- to another nominated officer of Walgett Shire Council in accordance with this policy.

This Policy establishes an internal reporting system for the reporting of disclosures of corrupt conduct, maladministration, serious and substantial waste of public money or government information contravention by Walgett Shire Council its staff, independent contractors and/or Councillors. The system enables such internal disclosures to be made to:

- a Disclosure Coordinator (being the General Manager or the Director Corporate Services);
- a nominated Disclosure Officer (see page 5 of this policy for a list of Disclosure Officers).

This policy is designed to complement normal communication channels between supervisors and staff. Staff are encouraged to continue to raise appropriate matters at any time with their supervisors, but as an alternative have the option of making a protected disclosures in accordance with this policy.

Object of the Act

The *Public Interest Disclosures Act 1994* commenced operation on 1 March 1995. The purpose of the Act is to ensure that public officials who wish to make disclosures under the legislation receive protection from reprisals, and that the matters raised in the disclosures are properly investigated. The Act aims to encourage and facilitate the disclosure - in the public interest - of corrupt conduct, maladministration, serious and substantial waste and government information contravention in the public sector. This is achieved by:

- enhancing and augmenting established procedures for making disclosures concerning such matters;
- protecting persons from reprisals that might otherwise be inflicted on them because of these disclosures; and
- providing for those disclosures to be properly investigated and dealt with.

Definitions

Four key concepts in the internal reporting system are “*corrupt conduct*”, “*maladministration*”, “*serious and substantial waste*” and “*government information contravention*.” Definitions of these concepts are outlined below.

(a) **Corrupt conduct**

“*Corrupt conduct*” is defined in the *Independent Commission Against Corruption Act 1988* (sections 8 and 9). The definition used in the Act is intentionally quite broad - corrupt conduct is defined to include the dishonest or partial exercise of official functions by a public official. Conduct of a person who is not a public official, when it adversely affects the impartial or honest exercise of official functions by a public official, also comes within the definition. Corrupt conduct can take many forms, ie. Taking or offering bribes, public officials dishonestly using influence, blackmail, fraud, election bribery and illegal gambling are some examples.

(b) **Maladministration**

“*Maladministration*” is defined in the *Public Interest Disclosures Act* as conduct that involves action or inaction of a serious nature that is:

- contrary to law; or
- unreasonable, unjust, oppressive or improperly discriminatory; or
- based wholly or partly on improper motives

(c) **Serious and substantial waste**

The term “*serious and substantial waste*” is not defined in the *Public Interest Disclosures Act*. The Auditor-General provides the following working definition:

“Serious and substantial waste refers to the uneconomical, inefficient or ineffective use of resources, authorised or unauthorised, which results in a loss/wastage of public funds/resources. In addressing any complaint of serious and substantial waste regard will be had, to the nature and materiality of the waste.”

The following delineation of the definition of serious and substantial waste may be of assistance to public officials and/or public authorities.

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Types:

Absolute - serious and substantial waste might be regarded in absolute terms where the waste is regarded as significant, for example \$500,000.

Systemic - the waste indicates a pattern which results from a system weakness within the public authority.

Material - the serious and substantial waste is/was material in terms of the public authority's expenditure or a particular item of expenditure or is/was material to such an extent so as to effect a public authority's capacity to perform its primary functions.

Material By Nature Not Amount - the serious and substantial waste may not be material in financial terms but may be significant by nature. That is it may be improper or inappropriate [alternatively, this type of waste may constitute "maladministration" as defined in the *Public Interest Disclosures Act*].

Waste can take many forms, for example:

- misappropriation or misuse of public property;
- the purchase of unnecessary or inadequate goods and services;
- too many personnel being employed in a particular area, incurring costs which might otherwise have been avoided;
- personnel being remunerated for skills that they do not have, but are required to have under the terms or conditions of their employment;
- programs not achieving their objectives and therefore the costs being clearly ineffective and inefficient.

Waste can result from such things as:

- the absence of appropriate safeguards to prevent the theft or misuse of public property;
- purchasing procedures and practices which fail to ensure that goods and services are necessary and adequate for their intended purpose; and
- purchasing practices where the lowest price is not obtained for comparable goods or services without adequate and appropriate justification.

(d) **Government information contravention**

"Government information contravention" is defined in the *Public Interest Disclosures Act* as conduct of a kind that constitutes a failure to exercise functions in accordance with any provision of the *Government Information (Public Access) Act 2009*.

What disclosures are protected under the Act

(a) What disclosures are protected?

Disclosures are protected under the Act if they:

- I. are made:
 - to one of the Disclosure Coordinators in accordance with this policy;
 - to one of the Disclosure Officers in accordance with this policy;
 - to the General Manager; or
 - to one of the investigating authorities nominated in the Act; AND
- II. are made with an honest belief on reasonable grounds that information shows or tends to show corrupt conduct, maladministration, serious and substantial waste of public money or government

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information contravention by Walgett Shire Council or any of its staff, Councillors or independent contractors; AND

III. are made voluntarily.

(b) What disclosures are not protected?

A disclosure is not protected under the Act if it is made by a public official in the exercise of a duty imposed by or under an Act.

Protection is also not available for disclosures that:

- are made frivolously or vexatiously;
- primarily question the merits of government policy; or
- are made solely or substantially with the motive of avoiding dismissal or other disciplinary action.

It is an offence to wilfully make a false or misleading statement when making a disclosure.

Reporting under the Internal Reporting System

The persons or positions to whom internal disclosures can be made in accordance with the Internal Reporting System (as shown on the attached diagram) are:

- the Disclosure Coordinators:
 - the General Manager; or
 - The Director Corporate Services;
- the nominated Disclosure Officers:
 - The Director Corporate Services;
 - The Director Engineering Services;
 - The Director Planning & Regulatory Services
 - Manager Financial Services;
 - Manager Community Services;
 - Manager Human Resources;
 - the Mayor (if the disclosure concerns or involves the General Manager or a Councillor).

Notes:

1. A council officer or independent contractor who wishes to make a protected disclosure which involves a Councillor may do so to the Mayor, the General Manager, or an investigating authority (ie the ICAC (for complaints in relation to corrupt conduct), the NSW Ombudsman (for complaints in relation to maladministration or government information contravention) or the Director-General of the Division of Local Government (Department of Premier and Cabinet) (for complaints in relation to serious and substantial waste of public money).
2. A Councillor who wishes to make a protected disclosure which involves another Councillor may do so to the Mayor, the General Manager, or an investigating authority (see above).
3. If the Mayor wishes to make a protected disclosure he or she may do so to the General Manager or an investigating authority (see above).

Where persons contemplating making a disclosure are concerned about publicly approaching a Disclosure Coordinator, or nominated Disclosure Officer, or Mayor or the General Manager, they can ring the relevant official and request a meeting in a discreet location away from the workplace.

Roles and responsibilities

This Internal Reporting Policy places responsibilities upon people at all levels within Narrabri Shire Council:

(1) Employees & Independent Contractors

Public Interest Disclosures Policy and Procedure

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Employees and independent contractors are encouraged to report known or suspected incidences of corrupt conduct, maladministration, serious and substantial waste or government information contravention in accordance with this Policy.

All employees and contracted staff of Walgett Shire Council have an important role to play in supporting those who have made legitimate disclosures. They must abstain from any activity that is or could be perceived to be victimisation or harassment of persons who make disclosures. Further, they should protect/maintain the confidentiality of persons they know or suspect to have made disclosures.

(2) Nominated Disclosure Officers

Nominated Disclosure Officers are responsible for receiving and forwarding disclosures in accordance with this policy.

Nominated Disclosure Officers will:

- (a) clearly explain to persons making disclosures what will happen in relation to the information received;
- (b) when requested, make arrangements to ensure that disclosures can be made privately and discreetly (if necessary away from the workplace);
- (c) reduce to writing and date any disclosures received orally (and have the person making the disclosure sign the document);
- (d) deal with disclosures impartially;
- (e) forward disclosures to a Disclosure Coordinator for assessment;
- (f) take all necessary and reasonable steps to ensure that the identity of persons who make disclosures, and the person the subject of disclosures, are kept confidential; and
- (g) support persons who make protected disclosures and protect them from victimisation, harassment or other forms of reprisal.

(3) Disclosure Coordinators

The Disclosure Coordinators have a pivotal role in the internal reporting system and acts as a clearing house for disclosures. The Disclosure Coordinators will:

- (a) provide an alternative internal reporting channel to the General Manager and nominated Disclosure Officers;
- (b) impartially assess each disclosure to determine -
 - i. whether the disclosure appears to be a protected disclosure within the meaning of the Act; and
 - ii. the appropriate action to be taken in relation to the disclosure, for example -
 - no action/decline;
 - the appropriate person to take responsibility for dealing with the disclosure;
 - preliminary or informal investigation;
 - formal investigation;
 - prosecution or disciplinary action;
 - referral to an investigating authority for investigation or other appropriate action; or
 - referral to the police (if a criminal matter) or the ICAC (if the matter concerns corrupt conduct).
- (c) consult with the General Manager;
- (d) be responsible for carrying out or coordinating any internal investigation arising out of a disclosure, subject to the direction of the General Manager in carrying out his/her functions;
- (e) report to the General Manager on the findings of any investigation and recommended remedial action;
- (f) take all necessary and reasonable steps to ensure that the identity of persons who make disclosures, and persons the subject of the disclosures, are kept confidential;
- (g) support persons who make disclosures and actively protect them from victimisation, harassment or any other form of reprisal; and

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- (h) report actual or suspected corrupt conduct to the General Manager in a timely manner to enable that officer to comply with the *ICAC Act*.

(4) General Manager

Disclosures may be made directly to the General Manager rather than by way of the Internal Reporting System established under this Policy. The General Manager will:

- (a) impartially assess each disclosure to determine:
- i. whether the disclosure appears to be a protected disclosure within the meaning of the Act;
 - ii. the appropriate action to be taken in relation to the disclosure, for example -
 - no action/decline;
 - the appropriate person to take responsibility for dealing with the disclosure;
 - preliminary or informal investigation;
 - formal investigation;
 - prosecution or disciplinary action
 - referral to an investigating authority for investigation or other appropriate action; or
 - referral to the police (if a criminal matter) or the ICAC (if the matter concerns corrupt conduct);
- (b) receive reports from Disclosure Coordinators on the findings of any investigation and any recommendations for remedial action, and determine what action should be taken;
- (c) conduct his/her own investigation if deemed necessary;
- (d) take all necessary and reasonable steps to ensure that the identity of persons who make disclosures, and the persons the subject of disclosures, are kept confidential;
- (e) have primary responsibility for protecting staff and contracted staff who make disclosures, or provide information to any internal or external investigation of a disclosure, from victimisation, harassment or any other form of reprisal;
- (f) be responsible for implementing organisational reform identified as necessary following investigation of a disclosure; and
- (g) report criminal offences to the Police and actual or suspected corrupt conduct to ICAC (under s.11 of the *ICAC Act*).

(5) The Mayor

The Mayor may receive internal disclosures from any member of staff of the council, contracted staff or any Councillor concerning the General Manager or a Councillor. The Mayor will:

- (a) impartially assess each disclosure made to him/her about the General Manager or a Councillor to determine:

Note: In making this assessment the Mayor may seek guidance from: a Disclosure Coordinator or General Manager (if appropriate); an investigating authority (ie the ICAC, the NSW Ombudsman or the Director-General of the Division of Local Government (Department of Premier and Cabinet)).

- i. whether the disclosure appears to be a protected disclosure within the meaning of the Act;
- ii. the appropriate course of action to be taken in relation to the disclosure (in consultation with the General Manager, if appropriate), for example -
 - no action/decline;
 - the appropriate person to take responsibility for dealing with the disclosure;
 - preliminary or informal investigation;
 - formal investigation;
 - prosecution or disciplinary action;
 - referral to an investigating authority for investigation or other appropriate action; or
 - referral to the police (if a criminal matter) or the ICAC (if the matter concerns corrupt conduct);

WALGETT SHIRE COUNCIL AGENDA

- conduct his/her own investigation if the disclosure is in relation to the General Manager and if deemed necessary.
- (b) refer disclosures to the General Manager for appropriate action if they concern the council's administration, within the day to day responsibilities of the General Manager;
- (c) protect/maintain the confidentiality of:
 - i. the identity of persons who make disclosures (unless any of the criteria in section 22 of the Act apply); and
 - ii. the identity of persons the subject of the disclosures (unless disclosure is required to enable the allegations to be investigated or otherwise appropriately dealt with).

Note: The internal investigation of complaints made under this policy are to be conducted in accordance with the Independent Commission Against Corruption (ICAC) publication 'A Guide to Conducting Internal Investigations – Fact Finder July 2009' (www.icac.nsw.gov.au/files/pdf/Fact_finder_for_web.pdf)

Alternative avenues for disclosures

Alternative avenues available to staff, contracted staff and Councillors for making a protected disclosure under the Act (other than by means of the internal reporting system created under this Policy), are as follows:

- to the General Manager; or
- to one of the investigating authorities under the Act (eg. the ICAC, the NSW Ombudsman or the Director-General of the Division of Local Government (Department of Premier and Cabinet)).

Notes:

While the Act includes the Auditor General as an external investigating authority, the Auditor General's jurisdiction relates to State Government authorities and not to local councils.

Disclosures made to a journalist or a Member of Parliament will only be protected if certain conditions are met:

- (a) the person making the disclosure to a journalist or Member of Parliament must have already made substantially the same disclosure through the internal reporting system, or to the General Manager or an investigating authority in accordance with the Act;
- (b) the information provided in the disclosure is substantially true; and
- (c) the investigating authority, public authority or officer to whom the matter was originally referred has –
 - I decided not to investigate the matter; or
 - II decided to investigate the matter but not completed the investigation within 6 months of the original disclosure; or
 - III investigated the matter but not recommended any action in respect of the matter; or
 - IV failed to notify the person making the disclosure, within 6 months of the disclosure, of whether the matter is to be investigated.

Rights of persons the subject of disclosures

The rights of persons the subject of disclosures will also be protected. In this regard:

1. the confidentiality of the identity of persons the subject of disclosures will be protected/maintained (where this is possible and reasonable);
2. disclosures will be assessed and acted on impartially, fairly and reasonably;
3. responsible officials who receive disclosures in accordance with this Policy are obliged to -
 - protect/maintain the confidentiality of the identity of persons the subject of the disclosures;
 - assess disclosures impartially; and
 - act fairly to persons the subject of disclosures;
4. disclosures will be investigated as discreetly as possible, with a strong emphasis on maintaining confidentiality both as to the identity of whistleblowers and the persons the subject of disclosures.
5. where investigations or other enquires do not substantiate disclosures, the fact the investigation/enquiry has been carried out, the results of the investigation/enquiry, and the identity of persons the subject of the disclosures will be kept confidential, unless the persons the subject of the disclosures request otherwise;
6. the persons the subject of disclosures (whether protected disclosures under the Act or otherwise) which are investigated by or on behalf of a council, have the right to -
 - (a) be informed as to the substance of the allegations;
 - (b) be informed as to the substance of any adverse comment that may be included in a report/memorandum/letter or the like arising out of any such investigation; and
 - (c) be given a reasonable opportunity to put their case (either orally or in writing) to the persons carrying out the investigation for or on behalf of the council, before any decision/determination/report/memorandum/letter or the like is made or finalised;
7. where the allegations in a disclosure have been investigated by or on behalf of a council, and the person the subject of the allegations is aware of the substance of the allegations, the substance of any adverse comment, or the fact of the investigation, he or she should be formally advised as to the outcome of the investigation, regardless of the outcome; and
8. where the allegations contained in a disclosure are clearly wrong or unsubstantiated, the person the subject of the disclosure is entitled to the support of the council and its senior management (the nature of the support that would be reasonable and appropriate would depend on the circumstances of the case, but could include a public statement of support or a letter setting out the council's views that the allegations were either clearly wrong or unsubstantiated).

Protection available under the Act

(a) Protection against reprisals

The Act provides protection by imposing penalties on a person who takes "*detrimental action*" against another person substantially in reprisal for a protected disclosure. Penalties can be imposed by means of fines and imprisonment. "*Detrimental action*" means action causing, comprising or involving any of the following:

- injury, damage or loss;
- intimidation or harassment;
- discrimination, disadvantage or adverse treatment in relation to employment;
- dismissal from, or prejudice in, employment; or
- disciplinary proceeding.

Any member of staff or Councillor who believes that "*detrimental action*" is being taken against them substantially in reprisal for the making of an internal disclosure to the General Manager or in accordance with this Policy should immediately bring the allegations to the attention of the General Manager or Mayor (as appropriate).

WALGETT SHIRE COUNCIL AGENDA

If a member of staff or Councillor who made an internal disclosure feels that such reprisals are not being effectively dealt with, they should contact the ICAC, the NSW Ombudsman or the Investigations and Review Branch of the Division of Local Government (Department of Premier and Cabinet).

The Act also provides remedies for whistleblowers by enabling them to seek compensation should reprisal action be taken against them. If an external disclosure was made to an investigating authority, that body will either deal with the allegation or provide advice and guidance to the person concerned.

(b) Protection against actions, etc

The Act provides that a person is not subject to any liability for making a protected disclosure and no action, claim or demand may be taken or made of or against the person for making the disclosure. This provision has effect despite any duty of secrecy or confidentiality or any other restriction on disclosure by a public official.

A person who has made a protected disclosure has a defence of absolute privilege in proceedings for defamation. A person who has made a protected disclosure is taken not to have committed any offence against an Act which imposes a duty to maintain confidentiality with respect to any information disclosed.

(c) Confidentiality

The Act requires investigating authorities, public authorities and public officials to whom protected disclosures are made or referred, not to disclose information that might identify or tend to identify the person who made the disclosures. The exceptions to the confidential requirement are where:

- the person consents in writing to the disclosure of that information; or
- it is essential, having regard to the principles of natural justice that the identifying information be disclosed to a person whom the information provided by the disclosure may concern; or
- the investigating authority, public authority, officer or public official is of the opinion that disclosure of the identifying information is necessary to investigate the matter effectively; or
- disclosure is otherwise in the public interest.

Decisions about natural justice, effective investigation and public interest will be made by the General Manager. In all cases the person who made the disclosure will be consulted before such a decision is made.

Note: If guidance is needed in relation to the requirements of natural justice, effective investigation and public interest, this may be sought from an investigating authority (ie; the ICAC, the NSW Ombudsman or the Director-General of the Division of Local Government (Department of Premier & Cabinet)).

(d) Government Information (Public Access) Act Exemption

Under the *Government Information (Public Access) Act 2009 (Schedule 1)*, a document is exempt from release if it contains matter the disclosure of which would disclose matters relating to a protected disclosure within the meaning of the Act – section 22 (Confidentiality guidelines).

Notification of action taken or proposed

A person who makes a protected disclosure must be notified, within 6 months of the disclosure being made, of the action taken or proposed to be taken in respect of the disclosure. If a disclosure is made in accordance with this Policy, the Disclosure Coordinator is responsible for the 6 month notification to the person who made the disclosure, unless this responsibility has been retained by or allocated to another officer by the General Manager.

WALGETT SHIRE COUNCIL AGENDA

If a disclosure is made to the Mayor under this Policy, the Mayor is responsible for such notification to the person who made the disclosure, unless he or she directs the General Manager, Disclosure Coordinator or another nominated officer to assume this responsibility.

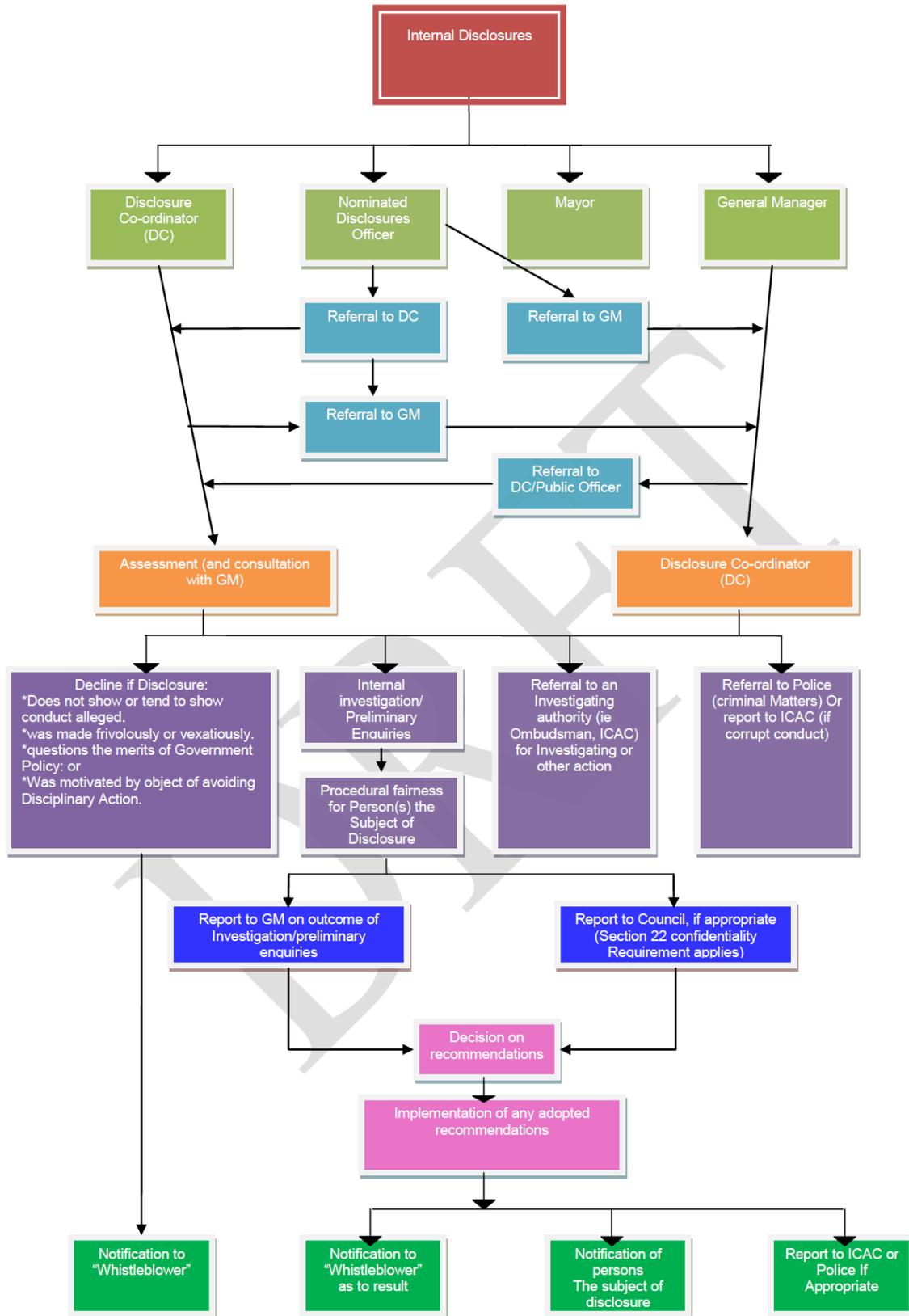
The notification provided to the person who made the disclosure should contain sufficient information to demonstrate that adequate and appropriate action was taken, or is proposed to be taken, in respect of the disclosure. This should include a statement of the reasons for the decisions made or action taken in response to the disclosure.

The notification should include sufficient information to enable the person who made the disclosure to make an assessment as to whether the circumstances listed in section 19(3)(a)-(c) of the Act (relating to disclosures to members of Parliament and journalists) apply, ie. whether:

1. a decision was made not to investigate the matter; or
2. a decision was made to investigate the matter, but the investigation was not completed within 6 months of the original decision being made; or
3. a decision was made to investigate the matter, but the investigation has not been completed within 6 months of the original decision being made; or
4. the matter was investigated but no recommendation was made for the taking of any action in respect of the matter.

Without such information it would be difficult for the person to be able to properly assess whether it is appropriate or warranted to make a disclosure to an MP or journalist.

WALGETT SHIRE COUNCIL AGENDA



Public Interest Disclosures Policy and Procedure

Measure of Success

- To measure the success of the mechanism for Councillors, staff and independent contractors that encourages and facilitates the disclosure, in the public interest, of corrupt conduct, maladministration, serious and substantial waste and government information contravention within Walgett Shire Council and ensures that any disclosure is used to achieve efficiency and effectiveness of Council's operations.

DRAFT

20. CASH ON HAND & INVESTMENT REPORT

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

Summary:

This report summarises the cash on hand and investments held by Walgett Shire Council as at 31 August 2011.

Background:

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

Current Position:

As at 30 September 2011 the operational bank account's balance was \$1,699,683.01. The reconciliation of this balance is:

Operational Account Bank Reconciliation As at 30 September 2011

| | |
|--|---------------------|
| | \$ |
| Opening Ledger Account Balance as at 1 September 2011 | 4,181,799.26 |
| Add: Receipts | 2,525,527.12 |
| Add: Recalled Investments | |
| Less: New Investments | (2,750,000.00) |
| Less: Payments | (2,257,643.37) |
| Closing Ledger Balance as at 30 September 2011 | 1,699,683.01 |
|
 | |
| Balance as per Bank Statement as at 30 September 2011 | 1,727,802.61 |
| Add: Receipts not banked | 462.35 |
| Less: Payments not presented | (28,581.95) |
| Closing Balance of Bank Account | 1,699,683.01 |

No Term Deposits were recalled in September 2011.

7 New Term Deposits were made in September 2011 to the value of \$2,750,000.00.

As at 30 September 2011 Walgett Shire Council's investment register's balance was \$8,024,493.99. The balance as per the attached investment report comprised:

| | |
|---------------|----------------|
| Term Deposits | \$8,000,000.00 |
|---------------|----------------|

WALGETT SHIRE COUNCIL AGENDA

Floating Rate Collateralized Debt Obligation (CDO) \$ 24,493.99

The market values disclosed for the Floating Rate Collateralized Debt Obligation (CDO) are market values as at 30 October 2010 and were supplied by the ANZ Group.

Relevant Reference Documents/Policies:

09/1772/0010 September 2011 bank reconciliation ledger 11.5010
09/1460-02/008 Investments Report To Council 2011-2012

Governance issues:

Council have now established an on-call account to allow investment of surplus funds for a shorter term.

Environmental issues:

Nil

Stakeholders:

Walgett Shire Council
Residents of Walgett Shire Council

Financial Implications:

As per report

Alternative Solutions/Options:

Nil

Conclusion:

As at 30 September 2011 Walgett Shire Council's total available cash and invested funds were \$9,724,177.00 represented by:

| | |
|-------------------------|----------------|
| Working Account Balance | \$1,699,683.01 |
| Investments | \$8,024,493.99 |

Cash on Hand and Investment Report as at 30 September 2011

Recommendation:

1. That the cash on hand and investment report as at 30 September 2011 be received.

Moved:

Seconded:

Attachments:

Investment Report

WALGETT SHIRE COUNCIL AGENDA

| <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> | |
|---|---------------------------|--------------------|---------------|------------|-------------------|----------------------|-----------------------|
| Term Deposits | | | | | | | |
| Bank of Queensland | Term Deposit | 182 | 6.20 | 688/11 | | 05-Oct-11 | \$250,000.00 |
| National Australia Bank | Term Deposit | 182 | 6.29 | 699/11 | | 14-Dec-11 | \$250,000.00 |
| Bank of Queensland | Term Deposit | 92 | 6.05 | 703/12 | | 06-Oct-11 | \$250,000.00 |
| Newcastle Permanent Building Society | Term Deposit | 90 | 5.98 | 704/12 | | 04-Oct-11 | \$250,000.00 |
| Bankwest | Term Deposit | 91 | 5.95 | 705/12 | | 12-Oct-11 | \$250,000.00 |
| Newcastle Permanent Building Society | Term Deposit | 91 | 5.90 | 706/12 | | 19-Oct-11 | \$250,000.00 |
| National Australia Bank | Term Deposit | 91 | 5.90 | 707/12 | | 28-Oct-11 | \$250,000.00 |
| Newcastle Permanent Building Society | Term Deposit | 91 | 6.00 | 708/12 | | 26-Oct-11 | \$250,000.00 |
| Bankwest | Term Deposit | 91 | 5.90 | 709/12 | | 02-Nov-11 | \$250,000.00 |
| Credit Union Australia | Term Deposit | 91 | 5.91 | 710/12 | | 02-Nov-11 | \$250,000.00 |
| Suncorp | Term Deposit | 91 | 6.02 | 711/12 | | 09-Nov-11 | \$250,000.00 |
| Bankwest | Term Deposit | 91 | 5.90 | 712/12 | | 16-Nov-11 | \$250,000.00 |
| Bank of Queensland | Term Deposit | 91 | 5.85 | 713/12 | | 30-Nov-11 | \$250,000.00 |
| Credit Union Australia | Term Deposit | 91 | 5.92 | 714/12 | | 30-Nov-11 | \$250,000.00 |
| Suncorp | Term Deposit | 91 | 5.82 | 715/11 | | 30-Nov-11 | \$250,000.00 |
| Bankwest | Term Deposit | 152 | 5.85 | 716/12 | | 01-Feb-12 | \$250,000.00 |
| Bank of Queensland | Term Deposit | 180 | 5.85 | 717/12 | | 29-Feb-12 | \$250,000.00 |
| Newcastle Permanent Building Society | Term Deposit | 33 | 5.51 | 718/12 | | 05-Oct-11 | \$250,000.00 |
| IMB | Term Deposit | 60 | 5.65 | 719/12 | | 23-Nov-11 | \$500,000.00 |
| IMB | Term Deposit | 110 | 5.77 | 720/12 | | 21-Dec-11 | \$500,000.00 |
| CBA | Term Deposit | 68 | 5.76 | 721/12 | | 09-Nov-11 | \$500,000.00 |
| CBA | Term Deposit | 75 | 5.76 | 722/12 | | 16-Nov-11 | \$500,000.00 |
| Credit Union Australia | Term Deposit | 91 | 5.75 | 723/12 | | 07-Dec-11 | \$250,000.00 |
| Suncorp | Term Deposit | 91 | 5.67 | 724/12 | | 07-Dec-11 | \$250,000.00 |
| National Australia Bank** | Term Deposit | 91 | 5.67 | 725/12 | | 14-Dec-11 | \$250,000.00 |
| Credit Union Australia | Term Deposit | 91 | 5.98 | 726/12 | | 21-Dec-11 | \$250,000.00 |
| National Australia Bank | Term Deposit | 105 | 5.75 | 727/12 | | 11-Jan-12 | \$250,000.00 |
| National Australia Bank | Term Deposit | 112 | 5.88 | 728/12 | | 18-Jan-12 | \$250,000.00 |
| | | | | | | | <u>\$8,000,000.00</u> |
| Floating Rates Collateralized Debt Obligations (CDO) | | | | | | | |
| Zircon Finance Ltd | Floating Rate CDO | | 0.00 | | | 20-Sep-14 | \$0.00 |
| Morgan Stanley Aces SP | Floating Rate CDO | 91 | 6.950 | | 20-Sep-11 | 20-Jun-15 | \$3,032.81 |
| Helium Capital Ltd | Floating Rate CDO | 92 | 6.7417 | | 23-Sep-11 | 23-Jun-14 | \$21,461.18 |
| | | | | | | | <u>\$24,493.99</u> |
| | | | | | | | <u>\$8,024,493.99</u> |

Investment Report as at 30 September 2011

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

Signed: 
Ed Wodarczyk
Finance Manager


Prepared and Reconciled by Shane Roberts
Senior Finance Officer

21. ANNUAL FINANCIAL STATEMENTS 2010 - 2011

REPORTING SECTION: Corporate Services
AUTHOR: Edmund Wlodarczyk – Acting Finance Manager
FILE NUMBER: 10/178

Summary:

This report recommends the Draft Annual Financial Statements and Draft Special Purpose Financial Statements for the year ending 30 June 2011, be referred to audit. The Statements will be tabled at the Council Meeting in October 2011.

Discussion:

Section 413, 415 and 416 of the Local Government Act 1993 requires the Council's General Purpose and Special Purpose Annual Financial Reports for the year ending 30 June 2011 to be prepared, referred to audit and audited by 31 October 2011.

Council is required to authorise the referral of the Annual Financial Reports consisting of the General Purpose Report and Special Purpose Report to Council's Auditor.

Section 413 of the Local Government Act 1993, also requires that the Financial Reports must be accompanied by a Statement by Council and Management made pursuant to section 413 (2)(c) of the Local Government Act 1993 and made pursuant to a resolution of Council.

Section 418 (2) of the Local Government Act 1993, states that as soon as practicable but not more than 5 weeks after the Audit Report is received, Council must give notice that a Meeting will be held to present the Financial Reports and the Auditor's Report to the public. Such public notice must include a summary of the Financial Reports. The Financial Reports and Auditors Reports will be presented at the Council meeting held in November 2011.

Current Position:

Council are in the process of finalising the 2010/2011 Annual Financial Statements and a draft copy of the Statements will be presented to the November 2011 Council Meeting.

Relevant Reference Documents:

Draft Annual Financial Statements and Special Purpose Financial Statements 2010/2011.

Governance issues:

Section 413, 415 and 416 of the Local Government Act 1993 requires the Council's General Purpose and Special Purpose Annual Financial Reports for the year ending 30 June 2011 to be prepared, referred to audit and audited by 31 October 2011.

Environmental issues:

Nil

Stakeholders:

Walgett Shire Council
Spencer Steer Chartered Accountants
Walgett Shire Ratepayers

Financial Implications:

Cost of Audit is provided for in the 2011/2012 Budget.

Alternative Solutions/Options:

N/A

Conclusion:

Once the statements have been audited that Council make provision to advertise the result of the Audit and make presentation at the next Council meeting.

Annual Financial Statements 2010 - 2011

Recommendation:

That:

1. The Draft Annual Financial Reports for 2010/2011 be referred to Council's Auditor.
2. The Mayor, General Manager and Acting Finance Manager be authorised to sign the necessary Financial Statements.
3. On receipt of the Audited Report, a copy be forwarded to the Department of Local Government and the Australian Bureau of Statistics.
4. Council delegate to the General Manager the authority to set the date at which the Auditors report and the Financial Statements be presented to the public.
5. Public notice be given of the meeting date for formal presentation of the audited Annual Financial Reports for 2010/2011

Moved:

Seconded:

22. DEVELOPMENT AND COMPLYING DEVELOPMENT CERTIFICATE APPLICATIONS

REPORTING SECTION: Planning and Regulatory Services
AUTHOR: Matthew Goodwin – Director Planning and Regulatory Services
FILE NUMBER: 09/1367-02

Summary:

This report provides a summary of the Development and Complying Development Certificate applications recently processed by Council staff under delegated authority.

Background:

Most Development Applications (DA) lodged with Walgett Shire Council are assessed by Council's Town Planner and/or Director of Planning & Regulatory Services. If appropriate, they are then approved by the Director or General Manager under delegated authority. Only applications recommended for refusal, or where objections have been received from the public, are referred to Council for determination.

Complying Development Certificate (CDC) applications which are compliant with relevant building and development standards, are assessed and approved by Council's Senior Health and Building Surveyor, Andrew Wilson, a Building Professionals Board Accredited Certifier.

Current position:

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 during August & September 2011. Document type 20 represents Development Applications, while document type 24 represents Complying Development Certificates.

Relevant Reference Documents:

- * Respective DA and CDC files.
- * Environmental Planning & Assessment Act 1979.
- * Environmental Planning and Assessment Regulation 2000.
- * State Environmental Planning Policy (Exempt and Complying Development Codes) 2008.
- * State Environmental Planning Policy No 60—Exempt and Complying Development, etc.

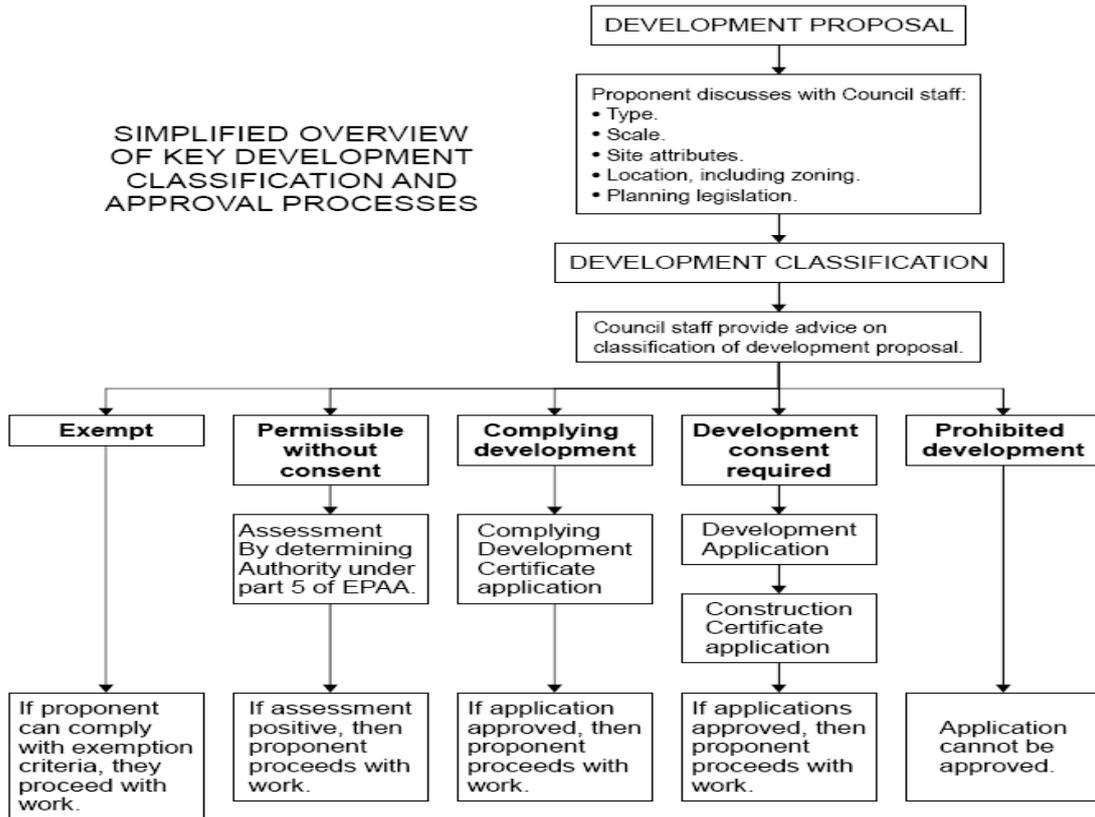
Governance issues:

DAs: DAs are assessed under against a series of "matters for consideration" specified under section 79C of the Environmental Planning and Assessment Act 1979 and any relevant statutory requirements (such as regulations, Interim Development Order No 1 – Shire of Walgett and State Environmental Planning Policies). Section 80A of the Act provides that Council may impose conditions of development consent. It is appropriate and normal practice to impose conditions that are related to the nature and scale of the development, as well as the environment in which it will occur.

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CDCs: Standards for complying development are defined by the relevant State Environmental Planning Policy (SEPP). Sub-section 85A(7) of the Environmental Planning and Assessment Act 1979 provides that Council cannot refuse a CDC application which complies with the relevant development standards and regulatory requirements (eg plans and specifications demonstrate compliance with the Building Code of Australia). Conditions that apply to a CDC are specified by the SEPP under which the application is approved.

A simplified overview of development classification and approval processes are provided in the diagram below.



Environmental issues:

DAs: A Statement of Environmental Effects is required to be lodged with a DA that contains environmental information appropriate for the nature and scale of the development, as well as the setting in which it is proposed to occur. Under statutory requirements, some developments of a large scale and/or proposed for a sensitive area may require significant additional supporting environmental information.

CDCs: Complying development is restricted to certain types of land use, particular zones and may be excluded from environmentally sensitive areas, bush fire prone land, etc.

Stakeholders:

Public, applicants, Council, Department of Planning

Financial implications:

Part of the costs incurred assessing and inspecting respective developments is recovered from application and inspection fees.

Alternative solutions/options:

Nil

Conclusion:

Development and Complying Development Certificate Applications

Recommendation:

That Walgett Shire Council resolve to:

1. Note the report on Development and Complying Development Certificate applications dealt with by Council staff under delegated authority during August & September 2011

Moved:

Seconded:

Attachments:

ATTACHMENT A - DAs & CDCs approved August & September 2011



Determined Applications

AUTHORITY

10/10/2011 Parameters: Date Range: Y Start Date: 1/08/2011 End Date: 30/09/2011 As At Date: Document Type: Officer: ALL Number of Days: 0 Stop The Clock: Yes Page: 1

| Document | Applicant Name / Address | Development Type | Determination | Determined | Received |
|--------------------------|---|---|-----------------------------|------------|------------|
| Document Type: 20 | | | | | |
| | Stop the Clock | Total Elapsed Calendar Days: 10
Calendar Stop Days: 0
Adjusted Calendar Days: 10 | | | |
| 020/2011/00000024/001 | 1101 Carry out water supply work | | Approved - Staff Delegation | 05/08/2011 | 27/07/2011 |
| | PT: 103 DP: 1066289
Lightning Ridge Miners Association | | | | |

Officer: Mr D H Ramsland
Number of Applications: 1
Average Elapsed Calendar Days: 10.00
Average Calendar Stop Days: 0.00
Average Adjusted Calendar Days: 10.00
Total Elapsed Calendar Days: 10.00
Total Calendar Stop Days: 0.00
Total Adjusted Calendar Days: 10.00

| | | | | | |
|--------------------------|--|--|---------------------|------------|------------|
| Document Type: 20 | | | | | |
| | Stop the Clock | Total Elapsed Calendar Days: 86
Calendar Stop Days: 38
Adjusted Calendar Days: 48 | | | |
| 020/2011/00000018/001 | 150 Class 10b - Fence/Antenna/Other | | Approved by Council | 22/09/2011 | 29/06/2011 |
| | 3 Morrilla ST LIGHTNING RIDGE
LOT: 2 DP: 623130
Caltex Australia Petroleum Pty Ltd | | | | |

| | | | | | |
|--------------------------|--|---|-----------------------------|------------|------------|
| Document Type: 20 | | | | | |
| | Stop the Clock | Total Elapsed Calendar Days: 29
Calendar Stop Days: 0
Adjusted Calendar Days: 29 | | | |
| 020/2011/00000020/001 | 160 Subdivision/Consolidation | | Approved - Staff Delegation | 04/08/2011 | 07/07/2011 |
| | Earl ST COLLARENEBRI
LOT: 1 SEC: 5 DP: 758262
NSW Police Force | | | | |

AUTHORITY



Determined Applications

AUTHORITY

10/10/2011 Parameters: Date Range:Y Start Date:1/08/2011 End Date:30/09/2011 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 |
|---|---|------------------|-----------------------------|------------|------------|
| <p>Document Type: 20</p> <p>Stop the Clock Total Elapsed Calendar Days: 16
 Calendar Stop Days: 0
 Adjusted Calendar Days: 16</p> | | | | | |
| 020/2011/00000021/001 | 143 Class 10a - Carport
Mining LIGHTNING RIDGE
LOT: 141 DP: 1120765 WLL: 16197
Ms M Zurkic | | Approved - Staff Delegation | 04/08/2011 | 20/07/2011 |
| <p>Stop the Clock Total Elapsed Calendar Days: 17
 Calendar Stop Days: 0
 Adjusted Calendar Days: 17</p> | | | | | |
| 020/2011/00000022/001 | 60 Class 5 - Office Building
Morilla ST LIGHTNING RIDGE
LOT: 1 DP: 1096859
BEST Employment | | Approved - Staff Delegation | 10/08/2011 | 25/07/2011 |
| <p>Stop the Clock Total Elapsed Calendar Days: 15
 Calendar Stop Days: 0
 Adjusted Calendar Days: 15</p> | | | | | |
| 020/2011/00000023/001 | 90 Class 7b - Warehouse
10 Nobby RD LIGHTNING RIDGE
LOT: 31 DP: 854071
PW Lightning Ridge Pty Ltd
<i>There are Multiple Parcels on this application</i> | | Approved - Staff Delegation | 10/08/2011 | 27/07/2011 |
| <p>Stop the Clock Total Elapsed Calendar Days: 28
 Calendar Stop Days: 0
 Adjusted Calendar Days: 28</p> | | | | | |

AUTHORITY

Determined Applications

AUTHORITY 

10/10/2011 **Parameters:** **Date Range: Y** **Document Type:**
Start Date: 1/08/2011 **Officer: ALL**
End Date: 30/09/2011 **Number of Days: 0**
As At Date: **Stop The Clock: Yes**

Page: 3

| Document | Applicant Name / Address | Development Type
Property Address
Title Owner | Determination | Determined | Received |
|---|--|---|---------------|------------|----------|
| Document Type: 20
020/2011/00000026/001 | 10 Class 1a -Single Dwelling/Dual Occupancy
26 Dewhurst ST WALGETT
LOT: B DP: 409368
NSW Police Force | Approved - Staff Delegation | 12/09/2011 | 16/08/2011 | |
| Stop the Clock | | | | | |
| Total Elapsed Calendar Days: 26 | | | | | |
| Calendar Stop Days: 0 | | | | | |
| Adjusted Calendar Days: 26 | | | | | |
| 020/2011/00000027/001 | 143 Class 10a - Carport
33 Wee Waa ST WALGETT
LOT: 1 DP: 1010106
NSW Health | Approved - Staff Delegation | 16/09/2011 | 22/08/2011 | |
| Stop the Clock | | | | | |
| Total Elapsed Calendar Days: 35 | | | | | |
| Calendar Stop Days: 0 | | | | | |
| Adjusted Calendar Days: 35 | | | | | |
| 020/2011/00000028/001 | 70 Class 6 - Shop
Fox ST WALGETT
LOT: 100 DP: 1123790
Mrs J L Webster | Approved - Staff Delegation | 27/09/2011 | 24/08/2011 | |
| Stop the Clock | | | | | |
| Total Elapsed Calendar Days: 18 | | | | | |
| Calendar Stop Days: 0 | | | | | |
| Adjusted Calendar Days: 18 | | | | | |

AUTHORITY



Determined Applications

AUTHORITY

10/10/2011 Parameters: Date Range: Y Start Date: 1/08/2011 End Date: 30/09/2011 As At Date: Document Type: Officer: ALL Number of Days: 0 Stop The Clock: Yes Page: 4

| Document | Applicant Name / Address | Development Type | Determination | Determined | Received |
|--|---|------------------|-----------------------------|------------|------------|
| Document Type: 20
020/2011/00000030/001 | 160 Subdivision/Consolidation | | Approved - Staff Delegation | 29/09/2011 | 12/09/2011 |
| | LOT: 3 DP: 822941
Messers J T Brummell & R N & Ms V L Phelps | | | | |

There are Multiple Parcels on this application

| Stop the Clock | Total Elapsed Calendar Days: 15 | Calendar Stop Days: 0 | Adjusted Calendar Days: 15 |
|-----------------------|---|-----------------------------|----------------------------|
| 020/2011/00000031/001 | 151 Class 10b - Fence | | |
| | 36 Arthur ST WALGETT
LOT: 44 DP: 555138
Arkhall Pty Ltd | | |
| | | Approved - Staff Delegation | 29/09/2011 |
| | | | 15/09/2011 |

Officer: Mr M P Goodwin Average Elapsed Calendar Days: 24.70 Total Elapsed Calendar Days: 285.00
 Number of Applications: 10 Average Calendar Stop Days: 3.80 Total Calendar Stop Days: 38.00
 Average Adjusted Calendar Days: 24.70 Total Adjusted Calendar Days: 247.00

| Document | Applicant Name / Address | Development Type | Determination | Determined | Received |
|-------------------|--------------------------|------------------|---------------|------------|----------|
| Document Type: 24 | | | | | |

Stop the Clock Total Elapsed Calendar Days: 9
 Calendar Stop Days: 0
 Adjusted Calendar Days: 9

AUTHORITY

AUTHORITY

Determined Applications



10/10/2011 Parameters: Date Range:Y Start Date:1/08/2011 End Date:30/09/2011 As At Date:
 Document Type: Officer:ALL
 Number of Days:0
 Stop The Clock:Yes
 Page:5

| Document | Applicant Name / Address | Development Type | Determination | Determined | Received |
|--|--|------------------|-----------------------------|------------|------------|
| | Property Address | Title | Owner | | |
| Document Type: 24
024/2011/00000004/001 | 10 Class 1a -Single Dwelling/Dual Occupancy
63 Montkeila ST WALGETT
LOT: 36 DP: 847451
Mrs C Kazaks | | Approved - Staff Delegation | 16/08/2011 | 08/08/2011 |

| Stop the Clock | | Total Elapsed Calendar Days: 2 | Calendar Stop Days: 0 | Adjusted Calendar Days: 2 |
|-----------------------|---|--------------------------------|-----------------------|---------------------------|
| 024/2011/00000005/001 | 144 Class 10a - Verandah
Barwon ST COLLARENEBRI
LOT: A DP: 438716
Mrs S R Wilson | Approved - Staff Delegation | 18/08/2011 | 17/08/2011 |

Officer: Mr A R Wilson
 Number of Applications: 2
 Average Elapsed Calendar Days: 5.50
 Average Calendar Stop Days: 0.00
 Average Adjusted Calendar Days: 5.50
 Total Elapsed Calendar Days: 11.00
 Total Calendar Stop Days: 0.00
 Total Adjusted Calendar Days: 11.00

Report Totals & Averages
 Total Number of Applications: 13
 Average Elapsed Calendar Days: 23.54
 Average Calendar Stop Days: 2.92
 Average Adjusted Calendar Days: 20.62
 Total Elapsed Calendar Days: 306.00
 Total Calendar Stop Days: 38.00
 Total Adjusted Calendar Days: 268.00

AUTHORITY

23. STATE OF THE ENVIRONMENT REPORT 2010-2011

REPORTING SECTION: Planning and Regulatory Services
AUTHOR: Matthew Goodwin – Director Planning and Regulatory Services
FILE NUMBER: 09/1523

Summary:

The draft Walgett Shire State of the Environment Report for 2010-2011 was recently publicly exhibited. It is recommended that Walgett Shire Council adopt the report as amended.

Background:

Currently Councils are required to prepare a supplementary State of the Environment report (SOE) for each financial year and make that report available to the public, as well as submitting it to the Division of Local Government, Department of Premier and Cabinet. Supplementary reports provide an update on existing issues, as well as outlining new ones that have arisen since the previous SOE.

Walgett Shire Council is committed to developing a Community Strategic Plan by 30 June 2012, in conjunction with recent legislative changes. It is expected that this will lead to greater integration between Council's planning processes and future state of the environment reporting.

Circular 11-18 from The Division of Local Government states:

A report on the State of the Environment is to be reported against the environmental objectives identified in the Delivery Program/Operational Plan as part of the council's annual report.

Councils can use previous State of the Environment Reports to enable trends to be monitored over time, but it is important that councils critically review their current environment reporting system to ensure that it is integrated and relevant to the council's long-term environmental objectives (as identified in the Community Strategic Plan), and enables informed environmental planning for the future.

A draft SOE report for 2010-2011 was circulated to Councillors via e-mail dated 1 September 2011 and a hard copy provided at the 22 September 2011 Council meeting.

Council resolved at a meeting held on 22 September 2011 to:

1. Note the draft Walgett Shire State of the Environment Report for 2010-2011.
2. Publicly exhibit the draft Walgett Shire State of the Environment Report for 2010-2011 for a minimum of two weeks and invite public submissions on the report, including:
 - (a) Advertising in the Walgett Spectator and The Ridge News.
 - (b) Advertising and making the report available via Councils' web site.
3. Consider any submissions received from the public regarding the draft Walgett Shire State of the Environment Report for 2010-2011 at the end of the public exhibition period.

WALGETT SHIRE COUNCIL AGENDA

Current position:

The draft SOE report was publicised via:

- * The Spectator, a newspaper published in Walgett on 28-9-2011.
- * The Ridge News, a newspaper published in Lightning Ridge on 29-9-2011.
- * Council's web site.

As part of the publicity program, the public was invited to make submissions regarding the report prior to the close of business on 10 October 2011.

As of 11 October 2011 when this report was prepared, a single submission was received from NSW Farmers (Attachment A).

With regard for the issues raised in the submission, sections "3.1 Clearing" and "3.2 Opal Mining" within the draft SOE report have been revised and amended. The most significant change has been the inclusion of more detail on pressures arising from opal mining (Section 3.2.1).

The revised draft SOE report was distributed to Councillors via e-mail on 12 October 2011 and a hard copy will be provided at the Council meeting.

Relevant Reference Documents:

Circular 11-18 from The Division of Local Government, dated 8 August 2011.

Local Government Act 1993.

Local Government (General) Regulation 2005, especially former clauses 218 to 226.

Governance issues:

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

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

Environmental issues:

The SOE report provides the community with an overview of key environmental issues within the Shire.

Stakeholders:

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

Financial implications:

Costs associated with the preparation of the draft SOE report have been met from existing budgets.

Alternative solutions/options:

Do nothing:- This option is not recommended because Council is legally obligated to submit a State of the Environment report to the Division of Local Government (See Circular 11-18).

Conclusion:

It is in order for Council to now adopt the draft SOE report subject to any amendments considered appropriate.

State of the Environment Report 2011-2011

Recommendation:

That Walgett Shire Council resolve to:

1. Note the submission from NSW Farmers dated 10th October regarding the draft Walgett Shire State of the Environment Report 2010-2011

Note and endorse the Walgett Shire State of the Environment Report 2010-2011, as amended.

Submit the Walgett Shire State of the Environment Report 2010-2011, to the Division of Local Government, Department of Premier and Cabinet, as a component of Walgett Shire Council's Annual Report.

Write to NSW Farmers and thank them for their interest and submission regarding the Walgett Shire State of the Environment Report 2010-2011. Noting that sections "3.1 Clearing" and "3.2 Opal Mining" within the report were revised and amended, with the most significant change being the inclusion of more detail on pressures arising from opal mining (Section 3.2.1).

**Moved:
Seconded:**

Attachments:

A – Letter from NSW Farmers dated 10th October

WALGETT SHIRE COUNCIL AGENDA

ATTACHMENT A – LETTER FROM NSW FARMERS DATED 10th OCTOBER

Cameron Rowntree
"Eurie Eurie"
Walgett NSW 2832
0417 047 818

Mr Matthew Goodwin
Walgett Shire Council
PO Box 31
Walgett NSW 2832

10th October

RE: DRAFT STATE OF THE ENVIRONMENT REPORT 2010-2011 SUBMISSION

Dear Mr Goodwin,

On behalf of the Walgett East District Council of NSW Farmers' I wish to write and outline my dissatisfaction with the description of Clearing in section 3.1 of the Draft State of the Environment Report 2010-2011.

The number of issues raised with regard to land degradation as a result of land clearing included in the report far outweighs the detrimental impacts as a result of Opal Mining outlined in section 3.2. We do not believe the impacts of land clearing exceed those of Opal Mining and feel this report is biased towards Opal Mining.

We request for section 3.1 to be further examined.

Kind Regards,

P.P. Emily Colless

Cameron Rowntree
Chairman Walgett East District Council, NSW Farmers'

24. MATTERS FOR BRIEF MENTION, PLANNING & REGULATORY SERVICES

REPORTING SECTION: Planning & Regulatory Services
AUTHOR: Matthew Goodwin, Director Planning & Regulatory Services
FILE NUMBER: 10/434

This report provides notes on items for brief mention, or information only, on more significant matters arising in the Planning & Regulatory Services Division during August and September 2011.

a) DRAFT WALGETT LOCAL ENVIRONMENTAL PLAN 2011

On 21 July 2011 the General Manager submitted the draft Walgett Local Environmental Plan 2011 to the Regional Director, Western Region of the Department of Planning and Infrastructure, with a request that it issue a section 65 certificate to enable the plan to be publicly exhibited. A formal response to that letter has not been received.

b) DEVELOPMENT APPLICATION - WALGETT POLICE STATION

On 16 June 2011 UGL Services Limited lodged a Development Application for a new Walgett Police Station, valued at \$10,296,000.

Previously clause 13B of State Environmental Planning Policy (Major Development) 2005, provided that Development Applications for emergency services facilities with a capital investment value of more than \$5,000,000 must be determined by the Western Region Joint Planning Panel (JRPP). This clause was recently repealed, but a similar requirement arises from State Environmental Planning Policy (State and Regional Development) 2011 (See Part 4 of SEPP & item 5 in schedule 4A of the Environmental Planning & Assessment Act 1979).

The proposed development includes two dwellings, but no dwelling floor plans, elevations or Basix certificates were provided in the initial application documentation. The application has been held in abeyance pending UGL submitting the mandatory supporting information.

Upon receipt of the additional information:

- * Council is obligated to have its planning staff prepare an assessment report which is submitted to the JRPP.
- * The elected Council may make a submission to the JRPP regarding the application.
- * The JRPP determines the application

c) URBAN ADDRESSING PROJECT

Installation of street number plates on buildings in Lightning Ridge by volunteers from the Lightning Ridge Men's Shed is expected to be completed by the end of October.

A review of street numbering in Walgett has commenced and the initial batch of street numbers has been delivered. A group willing to install the numbers on a voluntary basis is being sought.

d) CONSTRUCTION CERTIFICATE APPLICATION – SUPERMARKET LIGHTNING RIDGE

An application for a Construction Certificate for a new supermarket at Lightning Ridge was received (approved under Development Application 2009/005). The proposed building had a floor area of about 2,573 square metres and estimated construction cost of \$3,375,000.

WALGETT SHIRE COUNCIL AGENDA

The applicant subsequently withdrew the application after being advised that the fees for the Construction Certificate (CC) and mandatory inspections would be a minimum of \$20,000. They have stated that they will be using a private certifier to provide these services. Council's fee estimate was based on the need to engage an A1 accredited building certifier from private industry or another Council to undertake a significant proportion of the work required.

e) ENVIRONMENTAL HEALTH & BUILDING SURVEYOR POSITION

Doug McLennan commenced employment with Council on 18 July 2011 and obtained A4 accreditation with the NSW Building Professionals Board on 9 August 2011 (BPB No. 1848). This enables him to undertake building inspections under supervision.

f) TOWN PLANNER POSITION

The Town Planner position was advertised during September 2011 and several applications received. Interviews are scheduled for early October.

g) CONTRACT BUILDING CERTIFICATION & ENVIRONMENTAL HEALTH SERVICES

Brian Vaughan, a consultant building certifier from Narrabri has provided some building certification and environmental health services during the period, especially while Andrew Wilson, Council's Senior Environmental Health and Building Surveyor was on leave for three weeks.

| Matters Generally for Brief Mention or Information only from Director of Planning & Regulatory Services |
|---|
| <p>Recommendation:</p> <p>1. That the report by the Director of Planning & Regulatory Services on matters for brief mention, or information only, be received and noted.</p> <p>Moved:
Seconded:</p> |

Attachments:

Nil

25. WATER RESTRICTIONS POLICY 2011

REPORTING SECTION: Urban Infrastructure Services
AUTHOR: Siegfredo O Coralde – Director Urban Infrastructure Services
FILE NUMBER: 09/1508

Summary:

The Water Restriction Policy was approved on the 27 October 2009 subject to review after one year of its formal adoption. The policy has been reviewed, and this report recommends that Council accept the review and its amendments.

This report also provides Council the reasons why a policy is needed to conserve water and not to hamper the economy and lifestyles of the community.

This report further recommends to delegate Council’s authority to serve penalties for breaches of water restrictions to the General Manager. This power will then be delegated administratively by the General Manager to the appropriate Council staff.

Background:

The Water Restriction Policy was first presented to Council’s Ordinary Meeting on the 29 September 2009. The Water Restriction Level 1 sets out the following table:

Use of water systems such as hand held hoses connected to the water scheme supply, micro-spray or automatic irrigation sprinklers for lawns and gardens is prohibited other than the following times:

- a) Residential premises from 5:00am to 8:00am and 6:00pm to 10:00pm daily.
- b) Public parks, sport fields and school grounds from 8:00 pm to 4:00 am, Mondays to Fridays (for fully and non-automated sprinklers)
- c) Commercial premises from 8:00am to 4:00pm Mondays to Fridays.

The fundamental principle of Level 1 Water Restriction above was accepted, except to Commercial Premises.

| 305/09 | Water Restriction Policy |
|--|--------------------------|
| Resolution: | |
| 1. That consideration of the report be deferred until the October meeting. | |
| Moved: | Clr Keir |
| Seconded: | Clr Greenaway |
| CARRIED | |

WALGETT SHIRE COUNCIL AGENDA

Council then resolved the following on 27 October 2009:

| 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 | |

The Resolution 335/09 adopted was once again amended on 15 December 2009 as shown in the following:

| 387/09 | Water Restrictions |
|---|--------------------|
| Motion: | |
| That commercial premises and non-automated sprinklers in Public Parks, Sports Fields, Schools & Hospital Grounds water between 7am to Midday. | |
| Moved: | Clr Murray |
| Seconded: | Clr Lane |
| CARRIED | |

Current Position:

Walgett Shire Council's Water Restriction Levels. All restriction levels remain the same except for Level 1 which is currently set out in the following table:

- i. Residential premises from 5:00am - 9:00am and 6:00am-10:00pm daily
- ii. Commercial premises and non-automated sprinklers in public parks, sport fields, schools and hospital grounds from 7:00am to Midday.

WALGETT SHIRE COUNCIL AGENDA

Position Comparison to others:

1. What other NSW Councils are doing? Similarly, with Walgett Shire Council, most of the 72 Councils within NSW have their brand of water restriction. One main reason for is they take their drinking water from diverse sources and therefore, different levels of water restrictions apply.

There are some towns who introduced a 'user-friendly' term to conserve water like the Narrabri Shire Council. This Council adopted a normal 'permanent water conservation' measure for drinking water as illustrated below:

- Sprinklers or fixed hoses cannot be used between 10am to 2pm on any day. In addition, watering of gardens and lawns by any other means during the heat of the day is discouraged.
- Washing down of hard surfaces should be minimized and where possible, a water efficient nozzle or high pressure cleaner should be used. In addition, washing of vehicles on lawns is encouraged.

As the weather warms up and demand starts to exceed the daily effective storage capacity, Narrabri Shire Council may consider the introduction of water restrictions. Similarly, to Walgett Shire Council, this Council marked their restriction levels from 1 to 4.

2. **What about around Australia? Whilst most states have water restriction policies, there is virtually no water restriction in Tasmania for domestic consumption. However, they have policies in place such as in Hobart where a Water Restriction Level 1 was imposed at the end of 2006 not because of too little water, but they want to conserve water in case of an emergency, like a bush fire. This restriction was also about consumer education and awareness.**

In metropolitan cities like Sydney and Hunter regions, penalty notices for 'breach of water restriction' offences to offending party is authorized under Section 50 of Sydney Water Act 1994 and Sydney Water Regulation effective 01 November 2003.

Most Councils serve penalty notices in accordance to Section 377(d) of the Local Government Act 1993. Council must delegate this function to the General Manager by way of appropriately worded resolution. Unless there is a resolution of Council, Council officers are not empowered to impose water restrictions.

Legality of imposing Water Restrictions

Mr. Garry Payne, the Director General of DLG released a Circular No. 99/50 on 26 July 1999 regarding the LG (Water Services) Regulation – Review. The review culminated to promulgate a new regulation named as Local Government (Water Services) Regulation 1999. The object of this regulation is to repeal and remake, with modifications, the Local Government (Water, Sewerage and Drainage) Regulation 1993. This Clause 5(6) gives Council the right to restrict water supply 'if' there is a shortage of supply. However, under Clause 5(6), Part 2 of this new regulation, Council is not to make orders restricting persons' right under the Water Act 1912.

Another similar provision to Clause 5(6) Part 2: General Provisions of the Local Government (Water Services) Regulation 1999 is Reg136 of the Water Management (General) Regulation 2011. This regulation provides Council the power to restrict on the use of water during the shortage period. This would mean that Council considers it necessary to do so in order to conserve supplies of water as what happened to the Lightning Ridge mains break incident in September 2011.

WALGETT SHIRE COUNCIL AGENDA

Council issued the Water Restriction Level 4 Notices to the Lightning Ridge Township only, which outlines the following:

- (a) the purposes for which water may be used,
- (b) the times when water may be used,
- (d) the means or methods by which water may be used

Relevant Reference Documents/Policies:

Section 377 of Local Government Act 1993
Local Government (Water Services) Regulation 1999 LGA 1993
Section 748 (The General Regulation-Making Power) LGA 1993
Water Management (Water Supply Authorities) Regulation 2004
Reg136 of the Water Management (General) Regulation 2011
AFM – Water Restriction Policy 2009
AFM – Water Meter Policy 2009
AFM – Asset Management Policy 2010
Water Management (General) Regulation 2004
Walgett Shire Council Draught Management Plan

Governance issues:

Householders have the tendency to use a larger volume of water should no water conservation measure be in place. However, this may be neutralized when new water charges take effect in July 2012.

Even if water restriction rules are set by Council, householders may still use larger volumes of water. Random audits to ensure compliance with the revised water restriction levels is difficult for Council.

Environmental issues:

Conserving water, especially in the summer months is important. Therefore, Council need an effective water minimization campaign.

Council to provide statements or reminders to householders regarding their obligations to minimize consumption of water usage through Council's website and newsletters, local newspapers, meetings and water minimization initiatives.

Stakeholders:

Walgett Shire Council

Financial Implications:

Council consider building up its water education program funding in the 2012/13 budget formulation.

WALGETT SHIRE COUNCIL AGENDA

Alternative Solutions/Options:

- 1 Council's Authority. Both Clause 5(6) Part 2: General Provisions of the Local Government (Water Services) Regulation 1999 and Regulation No. 136 of the Water Management (General) Regulation 2011 give Walgett Shire Council the right to restrict water supply 'if' and/or 'consider it necessary'. Council, therefore, may wish to permanently remove water restrictions if so desired.
- 2 Council's Delegating Function. In accordance with Section 377(d) of the Local Government Act 1993, the General Manager has a delegated power to serve penalty notices by way of a resolution. Unless there is a resolution of Council, Council officers are not empowered to impose water restrictions. Council, therefore, may wish to commence or continue its Water Policy: water restrictions and penalty charges if so desired.
- 3 Council Introduce a Permanent Water Conservation Rule. Council may replace its Water Restriction Level 1 provision to a more 'user-friendly' term such as 'Permanent Water Conservation Rule' similar to Narrabri Shire Council. This new term may minimize negative criticisms that portray to hamper the economy and the lifestyles of people. However, Council can still impose the water restrictions should an emergency arise or the community consumption exceeds the town's water daily production. The composition of this new measure is:
 - Hand-held hoses connected to water scheme supply, micro-spray or automatic sprinklers for lawns and gardens cannot be used between 10am to 2pm on any day.

The water restriction levels will then be reduced to 3 instead of 4 as already approved by Council in 15 December 2009.

Conclusion:

1. Arguments on Water Usage. It has been argued that the burden of water restrictions is shouldered by all water users despite the fact that users with a high value of discretionary water may be willing to pay for greater water security. This case is possibly true to towns where Councils have an effective collecting system using water meters. In Walgett Shire Council, charges are made only by assessments. Householders practically have the freedom to use water at their own will.
2. Comparing to Electricity Usage. It is a valid argument that it does not make sense for Council to have permanent water restrictions, just as there are no electricity restrictions. Similarly described in Section 12.1 above, users with a high value of discretionary electricity may be willing to pay for greater security. Users are charged accordingly to their actual usage and therefore, can be argued as sort of already built-in restrictions in place for both the suppliers and users.
3. Council's duty of care. It is acceptable that many towns take their drinking water from diverse sources and therefore, different levels of water consumption apply. Collarenebri town takes water from the river, while Lightning Ridge, Carinda and Rowena extract their water from bores. Walgett is a mixture of both surface and bore water.

Water restrictions can be an expensive way of saving water when compared with other options to increase supply. One such option is to introduce the 'user-pay' which will definitely decrease the demand but increase the supply of water by a minimum of 10%. However, it is for the best interest to Council to implement restrictions to conserve water in case of emergency, like a fire, consumer education and awareness.

WALGETT SHIRE COUNCIL AGENDA

- 4 Council to Amend Water Restriction Rules. The existing Water Restriction Level 1 to amend and change to provision to a more 'user-friendly' term such as 'Permanent Water Conservation Rule'. This new term may minimize negative criticisms that portray to hamper the economy and the lifestyles of people. The following changes to be made are:
- A. Permanent Water Conservation Measure:
 - Hand-held hoses connected to water scheme supply, micro-spray or automatic sprinklers for lawns and gardens cannot be used between 10am to 2pm on any day.
 - B. Water Restriction Level 1:
 - Use of water sprinklers for lawns and gardens except hand-held hose are not allowed. The use of water on newly laid sod or planting outside this restriction is allowed on exceptional circumstances.
 - No hosing of hard surfaces, including personal/private vehicles at any time
 - No hoses or taps to be left running unattended except when filling pools or containers.
 - Washing vehicles using a bucket is permitted.
 - C. Water Restriction Level 2:
 - Public parks, sport fields and school grounds are only able to be watered within the water supply allocation.
 - Washing vehicles using a bucket is permitted.
 - All other domestic and commercial watering activities are suspended.
 - D. Water Restriction Level 3:
 - All outdoor and non-essential indoor use of water is prohibited.
 - Bulk water filling from standpipes is prohibited.
 - Fire hoses must only be used for fire fighting purposes – not for cleaning.
- 5 Water Restriction Application Criteria. Collarenebri town takes water from the river, while Lightning Ridge, Carinda and Rowena extract their water from bores. Walgett is a mixture of both surface and bore water. There will be time that restrictions may not be applicable to each of these towns. Therefore, Council through the General Manager or his delegated representative will provide the appropriate water restriction levels required when a shortage of water arises in each situation.
- 6 Water Abuse Penalty. Council to introduce the following fines for water breaches by individuals, commercial establishments and other institutions:
- 6.1. First Offence – a verbal warning followed by an official warning notice
 - 6.2. Second Offence. On the-spot fine shall be imposed in accordance with the following categories:
 - Individual/Company \$220 per offence

AFM – Water Restriction Policy Review

Recommendations:

1. Council accept and approve the Water Restriction Policy Review and its amendments:
 - a. Permanent Water Conservation Measure
 - * Hand-held hoses connected to water scheme supply, micro-spray or automatic sprinklers for lawns and gardens cannot be used between 10am to 2pm on any
 - b. Water Restriction Level 1:
 - * Use of water sprinklers for lawns and gardens except hand-held hose are not allowed. The use of water on newly laid sod or planting outside this restriction is allowed on exceptional circumstances.
 - * No hosing of hard surfaces, including personal/private vehicles at any time
 - * No hoses or taps to be left running unattended except when filling pools or containers.
 - * Washing vehicles using a bucket is permitted.
 - c. Water Restriction Level 2:
 - * Public parks, sport fields and school grounds are only able to be watered within the water supply allocation.
 - * Washing vehicles using a bucket is permitted.
 - * All other domestic and commercial watering activities are suspended.
 - d. Water Restriction Level 3:
 - * All outdoor and non-essential indoor use of water is prohibited.
 - * Bulk water filling from standpipes is prohibited.
 - * Fire hoses must only be used for fire fighting purposes – not for cleaning.
2. Council acknowledge that the water supply will vary depending on the demand requirement of each town and therefore, appropriate water restriction levels will be imposed when a shortage of water arises in each situation.
3. Council publish this Water Restriction Policy prior to its commencement on 30 November 2011.
4. Council in accordance with Section 377 of the Local Government Act 1993, delegate power to the General Manager to serve penalty notices for the breach of water restrictions, effective 30 November 2011.

Moved:

Seconded:

Attachments:

AFM – Water Waste Policy Review 2011



AFM – WATER RESTRICTION POLICY

Adoption Date: 25 October 2011

Review Date: 25 October 2013

Responsible Officer: Director Urban Infrastructure Services

POLICY STATEMENT

WSC is dedicated to provide a uniform, fair and consistent system of water restriction for all residents and businesses of Walgett Shire.

This policy document covers timing and durations of intended water restrictions, communication protocols and consistency of enforcement approach to consumers.

The provisions of this policy are consistent with established principles of water management and conservation and fully compliment the WSC's AFM – Water Meter Policy.

LIMITATIONS:

Parts of this policy do not apply to emergency situations.

OBJECTIVES:

- To provide an operational framework to manage water supply demand on water supply systems.
- To ensure that the operational framework procedures are enforceable under such conditions as drought, infrastructure repairs and other unpredictable events.
- To provide four levels of water restrictions to meet the requirements of essential services for all residential and business needs.
- To manage the risk of water system failures, water supply quality issues or low rainfall which restrict or limit Council the ability to supply and deliver quality water to the general public.
- To describe the expectations of Council when water restrictions are imposed.
- To ensure existing water demand and supply is monitored and encourage each household to take care from damaging of the assigned water meter to their property.
- To ensure that compliance with all relevant legislative and regulatory requirements is met all times.

WALGETT SHIRE COUNCIL AGENDA

DEFINITION:

Water Restriction means imposition introduced by Walgett Shire Council to enforce limited or restricted use of daily water consumption to ensure that supply and demand of water can be maintained at desired levels consistent with good management practices.

Garden means any ground that has been cultivated with trees, shrubs, flowers and vegetables or vegetation of any kind.

Lawn means any ground that has been cultivated and predominantly grassed in nature and is not a garden.

Hand held hose means a hose fitted with a trigger nozzle and continuously held by hand at the discharge end.

Not permitted means water must not have been taken from Council's water supply but water from alternative water may be used.

Sprinkler means any device attached to a pipe water receiver which is used for discharging water in a concentrated or dispersed pattern.

Water means water supplied by Walgett Shire Council via water network reticulation system.

WATER RESTRICTIONS

The General Manager will authorize the imposition and lifting of water restrictions in accordance with this Policy.

Applications for exemptions from water restrictions or variations to start and/or finish times must be made in writing to the General Manager. Variations if approved will not increase the total allowable watering time per week for each level of restriction. The property owner or consumer requiring an adjustment to watering times must provide written request to General Manager advising of their circumstances. Council will decide whether or not the property owner or consumer should be granted a variation.

Should Council agree to the request, an advice will be issued providing the variation conditions, *ie*, application period/s, times and special conditions. A sign provided by Council is to be displayed in front of the property advising that the property has a variation permit. Granting variations to water restriction is limited to health, safety and financial hardships.

EMERGENCY RESTRICTION

Council has the authority to introduce water restrictions at anytime for a period of time to any water reticulated network, property, or business customer for any of the following purposes:

- Urgent repairs, cleaning, renewals, replacement or additions to the water reticulated network or any part thereof.
- To provide water for any fire or similar emergency problems.

WALGETT SHIRE COUNCIL AGENDA

- To protect the distributing integrity of water domestic supply where the demand for water from consumers of the water distribution system exceeds or is expected to exceed the volume of water that can be supplied to the distribution system.

The following specific activities are exempt from the above provision except when a Water Restriction Level 3 is in effect:

- a) Commercial car or truck wash
 - b) Washing of vehicles for health or safety regulatory compliance
 - c) Child care facilities
 - d) Animal care facilities
 - e) Food and beverage establishments
- To regulate the equitable distribution of water to consumers at different levels in different water network supply districts.

WATER RESTRICTION LEVELS

Water restrictions are introduced primarily to reduce outdoor water use. Council will not automatically impose water restrictions at the beginning of summer. Decisions will be guided by the outcome of close observance of water consumption and long range weather predictions in the months leading up to summer period.

The level of water restrictions is based on available storage volumes and categorized according to the levels set out in the following table:

Water Conservation Rule

- Hand-held hoses connected to water scheme supply, micro-spray or automatic sprinklers for lawns and gardens cannot be used between 10am to 2pm on any day.

Water Restriction Level 1:

- Use of water sprinklers for lawns and gardens except hand-held hoses are not allowed. The use of water on newly laid sod or planting outside this restriction is allowed on exceptional circumstances.
- No hosing of hard surfaces including personal/private vehicles at any time.
- No hoses or taps to be left running unattended except when filling pools or containers.
- Washing vehicles using a bucket is permitted.

Water Restriction Level 2:

- Public parks, sport fields and school grounds only are able to be watered within the water supply allocation.
- Washing vehicles using a bucket is permitted.
- All other domestic and commercial watering activities are suspended.

Any property owner or consumer using contents of rain water storage may continue watering as long as the use is coming from this rain storage facility. Council should be notified of this condition.

WALGETT SHIRE COUNCIL AGENDA

Water Restriction Level 3:

- All outdoor and non-essential indoor use of water is prohibited.
- Bulk water filling from stand pipes is prohibited.
- Fire hoses must only be used for firefighting purposes – not for cleaning.

INFRINGEMENT NOTICE

First Offence. A verbal warning followed by an official warning notice.

Second Offence. Individual/Company - \$200.00 per offence

PUBLIC NOTICES

Water restriction notices when introduced shall be broadcasted on local radio stations, advertised in the local newspapers, posted in Council service centers and any other appropriate well viewed locations. Council at this point in time will initiate enforcement measures from advertised introduction date.

Water Management Regulation 2003

(Water Supply Authorities – Water Restrictions)

Policy Implementation Procedures, Guidelines and Documents

Related WSC Policies

Section 377 (d) of Local Government Act 1993

Clause 5(6) Part 2: General Provisions of the Local Government (Water Services)
Regulation 1999

Reg. 136 of the Water Management (General) Regulation 2011

DOCUMENT AND VERSION CONTROL

This is a controlled document. Copies are numbered and issued to pre-determined Council officials to keep for reference at specified locations. New versions, after being approved, are to replace the previous versions.

Council is currently developing a Quality Assurance System AS/ANZ ISO 14001:2004 to ensure that the objectives of this policy with regards to the Quality Policy are carried out effectively.

AMENDED RECORDS

| Version | Date | Author | Section | Page | Changes |
|---------|----------|--------|---------|------|-----------------------------|
| 1 | 02/07/09 | SOC | All | All | A newly developed document. |
| | | | | | |
| | | | | | |

DISTRIBUTION HISTORY

| Version | Date | Issued to | Company | Position | Copy |
|---------|----------|-----------|-----------------------|---|------|
| 1 | 02/07/09 | SOC | Walgett Shire Council | Director of Urban Infrastructure Services | 1 |
| | | | | | |
| | | | | | |

26. NATURAL RESOURCE MANAGEMENT (NRM) MANAGEMENT TRAINING

REPORTING SECTION: Urban Infrastructure Services

AUTHOR: Siegfredo Coralde – Director Urban Infrastructure Services

FILE NUMBER:

Summary:

This report recommends that Council note the half-day LGSA Training Module held at Gilgandra Library on 10 October 2011 commencing at 10.00am.

This important training is intended for Senior Council Staff as well as Councillors. It has been developed with the Australian Government and delivered with the assistance of the NSW Environmental Trust.

Background:

The Local Government & Shires Associations of NSW initiated Natural Resource Management (NRM) professional training for Orana Regional Organization of Councils at the following locations:

- 07 October 2011 - Nyngan
- 10 October 2011 - Coonamble
- 13 October 2011 – Dubbo

Messrs. Prafulla KC, Andrew Wilson and I attended the training in Coonamble scheduled on 10 October 2011 along with the three senior staff and two Councillors from Coonamble Shire Council.

The Natural Resource Management (NRM). NRM is about creating healthy landscapes and communities. Any activity that uses, develops or conserves resources that are supplied by nature such as air, water, soils, land, minerals, plants animals and people is Natural Resource Management (NRM). NRM is therefore a 'core' of any local government business.

In New South Wales alone, Local Government spend an estimated \$1.7billion a year on NRM. Over the last 17 years, Councils have been required to properly manage, develop, protect, restore, enhance and conserve the environment in a manner that is consistently promoting the principles of ecologically sustainable environment.

Current Position:

DECCW Survey labelled 'Who Cares About the Environment' found that the community demand for environmental protection continues to grow and is ranked 3rd out of 8 questioners put forward to the communities. 93% of the respondents ranked environmental protections as 'very important' or 'important'. This survey showed further that 71% of the respondents think that Councils need to do more about the environment.

Importance of NRM to Integrated Planning & Reporting. The training emphasizes on managing the environment effectively. This clearly demonstrated under the already introduced Integrated Planning & Reporting's 4 pillars of influence. These four pillars are:

**Social
Economic
Environmental
Civil Leadership**

Groups 1 and 2 NSW Councils have demonstrated their due diligence or a reasonable care to the environment when their Community Strategic Plans (CSPs) and Delivery Plans were implemented. Case Studies from The Hills Shire, The City of Newcastle, Penrith City, Moree Plains and Coolamon Shire Councils were discussed. These Councils obviously indicated the importance of integrating their long-term environmental strategies into their Delivery Programs.

The timetable for implementation of the Community Strategic and Delivery Plans for Group 3 is 31 March 2012 and 01 July 2012 respectively. Walgett Shire Council belongs to Group 3.

Relevant Reference Documents/Policies:

Environmental Planning and assessment Act 1979
Threatened Species Conservation Act 1995
Native Vegetation Act 2003
Water Management Act 2000
Fisheries Management Act 1994
Noxious Weeds Act 1993
Protection of the Environment Operations Act 1997
Rural Fires Act 1997

Governance issues:

Walgett Shire Council is aware of the requirements in protecting the environment. Being a major land manager and is responsible for the most of infrastructure and maintenance activities of its own territorial area, Council comply with its own guidelines, policies and plans.

Environmental issues:

Council need to demonstrate that environment outcomes not outputs as NRM's values must fit in its Community Strategic Plan. Council and the community shall decide what are the most relevant environmental themes and issues to consider when preparing and finalizing the CSP.

Stakeholders:

Walgett Shire Council

Financial Implications:

NRM values shall fit into the Long-Term Financial Plan where long-term community aspirations are to be tested against financial realities.

Alternative Solutions/Options:

Nil

Conclusion:

WALGETT SHIRE COUNCIL AGENDA

Walgett Shire Council require to rank Natural Resource Management (NRM) priorities, determine methods of ranking these priorities and what resources to be allocated. It is apparent that an Action Plan may be necessary to set priorities and long-term activities. Council and the community decide what are the most relevant environmental themes and issues to consider when preparing and finalizing the CSP.

Natural Resource Management (NRM) Management Training

Recommendation:

1. Council note the half-day LGSA Training Module held at Gilgandra Library on 10 October 2011.
2. Council note that environmental outcomes not outputs as NRM's values must fit in its Community Strategic Plan (CSP).
3. Council note to rank NRM priorities, determine methods of ranking these priorities and what resources are to be allocated to fit in with the Community Strategic Plan.

Moved:

Seconded:

Attachments:

NRM for Councillors and Senior Management Training Modulem (Under Separate Cover)

27. MATTERS GENERALLY FOR BRIEF MENTION OR INFORMATION FROM DIRECTOR URBAN INFRASTRUCTURE SERVICES

REPORTING SECTION: Urban Infrastructure Services

AUTHOR: Siegfredo Coralde – Director Urban Infrastructure Services

FILE NUMBER: 10/585

1. **Dementia Day Care Centre, Lightning Ridge.** Completed.
2. **Round 2 Regional Infrastructure Projects.** All projects are now completed as at this report.
3. **Burren Junction 2nd Evaporation Pond.** Ready to exchange contracts with the New South Wales Office of Water (c/o Stephen Martin, Coordinator Property and Leases) of Property Lot 10 DP 1134743 being Burren No. 2 Great Artesian Bore Site/Burren Junction Bore Baths. Council will pay the land at the stated price of \$3,780 excluding GST.
4. **Water Readings.** First readings completed. Second reading sequence to commence on the third week of October 2011.
5. **Aboriginal Communities Water and Sewerage Program.** BHC Plumbing Contractors was re-engaged for a period of 12 months (interim arrangement), to provide routine operation and maintenance services for the water and sewerage systems at the Aboriginal communities at Namoi, Gingie and Collarenebri (Walli) . Council in consultation with the Office of Water may possibly take more active role in providing services to these villages in the near future.
6. **New Landfill Development.** Evaluation of a new site between Walgett and Lightning Ridge in progress. Lightning Ridge landfill's establishment of new waste cells and rehabilitation to commence in early November 2011.
7. **Country Water & Sewerage Program.** Pipe line survey in progress.
8. **Carinda Water Supply.** Water pressure is now steady at 25 psi. No complaints are received from the locals as at this report.
9. **Lightning Ridge Bore bath.** Discussing with Council's solicitor for the purchase of the land.
10. **Water to Miner's Camp, Lightning Ridge.** Laying of 1-inch pipe, 1.6 kms long will be completed on the third week of October 2011.
11. **Levels of Service.** Reviewing information as a requirement for the development of Infrastructure Asset Management Plans.
12. **GPT at Lightning Ridge Golf Club.** Construction completed.
13. **Lightning Ridge New Bore – Onyx Street.** Drilling in progress. Council will prepare its application for 'bore production' as soon as practicable. Council got the license approval from LPMA. Development of brief for telemetry installation, shade construction and electrical installation in progress.

14. **Walgett Swimming Pool Damaged Shade.** Ordered a new structure and a new shade and is expected to complete in mid-November 2011.

Matters Generally for Brief Mention or Information only from Director Urban Infrastructure Services

Recommendation:

1. That the matters listed by the Director Urban Infrastructure Services for brief mention or information only be received and noted.

Moved:

Seconded:

28. ROADS & TRAFFIC AUTHORITY FUNDING FOR SCHOOL BUS STOP IN COME BY CHANCE

REPORTING SECTION: Engineering Services
AUTHOR: Raju Ranjit – Director Engineering Services
FILE NUMBER: 09/1288

Summary:

The Road and Traffic Authority of NSW (RTA) has offered council a funding to construct a school bus stop in Come By Chance Road located 4 km from the intersection of the Euroka street and Fox street. This report advises Council of the revised funding levels under this funding.

Background:

The Road and Traffic Authority of NSW (RTA) has offered council a funding to construct a school bus stop (traffic facilities) in Come By Chance Road at chainage of 4 km from the Eureka street and Fox street .

The amount of this funding is \$25411 +Gst. The amount will be used to construct a school bus stop in both sides with seal surface and two school bus stops signs.

Current Position:

The project has been started (11th October 2011) and will be completed by 14th October 2011.

Relevant Reference Documents/Policies:

Customer request letters, Local Traffic Committee minutes and RTA approval emails

Governance issues:

n/a

Environmental issues:

Road safety

Stakeholders:

Council and Users

Financial Implications:

WSC Management plan 2011/2012

Alternative Solutions/Options:

n/a

Conclusion:

Roads & Traffic Authority – Funding for school bus stop in Come By Chance Road located 4 km from the intersection of the Euroka and Fox Street.

Recommendations:

1. That Council note the RTA funding for school bus stop construction
2. That Council approve the note of \$27,952 for this project.

Moved:

Seconded:

Attachments:

Email from RTA noting that can fund the Bus Stop Project

WALGETT SHIRE COUNCIL AGENDA

From: VANT David G [mailto:David_VANT@rta.nsw.gov.au]
Sent: Thursday, 6 October 2011 4:06 PM
To: Raju Ranjit
Subject: RE: Come By Chance Road0 Bus Stop

Afternoon Raj,

Very sorry for the delay. I am pleased to inform you I can fund the Bus Stop. I will send a letter of acceptance to Council in the near future. In the mean time can you give me a time line for the construction please. I would appreciate it if you could give this some priority as funding, in general, may be doubtful in the future with the RTA being no longer existing as of the 1/11/11!

Regards
David

From: Raju Ranjit [<mailto:rranjit@walgett.nsw.gov.au>]
Sent: Wednesday, 21 September 2011 5:16 PM
To: VANT David G
Subject: Come By Chance Road0 Bus Stop
David

Attached is drawing of Bus stop for your action and an estimate amount is \$ 25411 + gst (including four signs) . If you have any further queries, please give me a call or email.

Regards

Raju Ranjit

Director Engineering Services

Walgett Shire Council
PO Box 31
Walgett NSW 2832
Ph: 02 6828 6121
Fax: 02 6828 1608
Mobile: 0429 667 779
Email: rranjit@walgett.nsw.gov.au
WEB - www.walgett.nsw.gov.au

29. 2011 AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION – NATIONAL LOCAL ROADS AND TRANSPORT CONGRESS

REPORTING SECTION: Engineering Services
AUTHOR: Raju Ranjit – Director Engineering Services
FILE NUMBER: 11/339

Summary:

The purpose of this report is to inform Council of participation the congress by Councillors and staff on 16th to 18th November 2011 in Mt. Gambier, South Australia.

Background:

The National Local Road and Transport Congress is an annual event and councils gather as a united national force to develop and refine a coherent case for improved investment in local roads, local government owned transport infrastructure and other transport infrastructure that impacts on our communities.

The purpose and focus of the 2011 National Local Roads and Transport Congress is Better Roads are Safer Roads.

Accidents due to the Australian local road conditions and other safety issues, it cost to the nation around \$ 27 billion each year.

The National Road Safety Strategy 2011- 2020 contains a range of initiatives and interventions in following four key areas:

- Safe Roads
- Safe Speeds
- Safe Vehicles
- Safe People

One of the best ways to improve road safety is to improve the roads.

Current Position:

Local government and local roads play a key role in road safety and the Local roads make up approximately 80 % of Australia's road network.

Relevant Reference Documents/Policies:

ALGA News Oct 7 2011

Governance issues:

n/a

Environmental issues:

Road safety

Stakeholders:

Council and Users

Financial Implications:

WSC Management plan 2011/2012

Alternative Solutions/Options:

Council's representatives will also attend a meeting with Department of Infrastructure and Transport regarding the Roads to Recovery program during the course of the National Congress.

Conclusion:

The National Local Road and Transport Congress is an annual event and an excellent chance to meet many councils and exchange ideas regarding local road issues and worth it to attend the congress. It is proposed that Council be represented by 2 Councillors, the General Manager and the Director Engineering Services

2011 ALGA National Roads and Transport Congress – Mt Gambier – South Australia

Recommendations:

1. That Council approve Councillors _____ and _____, the General Manager and the Director Engineering Services representing Council at the 2011 National Roads and Transport Congress in Mount Gambier and that expenses be paid.

Moved:

Seconded:

Attachments:

- Program for National Road Congress
- Registration Details
- ALGA News Oct 7 2011

Provisional Program

Wednesday 16 November

5.00 PM WELCOME DRINKS

Thursday 17 November

- 9.00 AM Opening
- 9.05 AM Indigenous Welcome
- 9.10 AM ALGA President's Address:
Mayor Genia McCaffery
- 9.30 AM Political Address: Federal Transport Agenda
- 10.00 AM International Speaker, Grant Brennan, Manager,
Canada/Nova Scotia Infrastructure Secretariat
- 10.30 AM MORNING TEA
- 11.00 AM Keynote speaker: National Road Safety Strategy
- 11.40 AM State of the Asset Report
- 12.30 PM LUNCH
- 1.30 PM Facilitated session: Road Safety
- 3.00 PM AFTERNOON TEA
- 3.30 PM Australian Road Research Board (ARRB):
Local Road Safety
- 4.00 PM Western Australian Local Government
Association: Road Wise Campaign
- 4.30 PM Road Traffic Safety Management Standard:
Martin Small, Department for Transport, Energy
and Infrastructure
- 3.00 PM Close
- 7.00 PM DINNER - THE BARN

Friday 18 November

- 9.00 AM Political Address
- 9.30 AM Council of Australian Governments (COAG) Road
Reform Plan (CRRP)
- 10.00 AM Australian National Audit Office (ANAO) Audit
of the R2R Program
- 10.30 AM MORNING TEA
- 11.00 AM Political Address: Opposition Transport Policy
- 11.30 AM National Heavy Vehicle Regulator (NHVR)
- 12.00 NOON Bull bars
- 12.30 PM LUNCH
- 1.30 PM Debate on communiqué
- 3.00 PM Close

THE PROGRAM
IS PROUDLY
SUPPORTED BY



Registration Details

→ Please note all fees are inclusive of GST



EARLY BIRD REGISTRATION

\$845

→ Registration and payment must be received on or before 18 August 2011. If payment is not received by this date, your registration may be changed to the Standard Registration rate of \$960

STANDARD REGISTRATION

\$960

→ Registration and payment received after 18 August 2011

Congress Registration Includes:

- Attendance at all Congress sessions
- Attendance at the Welcome Reception
- Attendance at the Congress Dinner
- Morning tea, lunch and afternoon teas as per the Congress program
- Congress satchel and material

Registration and Payment Procedures

Delegates are encouraged to register online at www.alga.asn.au/roadscongress

Alternatively you can mail or fax completed registration forms and payment to:

CONGRESS SECRETARIAT:

Conference Logistics*, PO Box 6150, Kingston ACT 2604
Phone +61 2 6281 6624 Fax +61 2 6285 1336

* Acting as agent for the Australian Local Government Association

Once the registration form has been received and processed, your requirements and a tax invoice will be confirmed via email.

Payment can be made by Electronic Funds Transfer (EFT), Visa, Mastercard, or Cheque/Money order. Cheques should be made payable to National Roads Congress.

Cancellation Policy

Delegates who find themselves unable to attend the Congress after submitting a registration form are most welcome to nominate a substitute. All alterations, substitutions and cancellations must be made in writing, to the Congress Secretariat.

Cancellations received before Friday 28 October 2011 will be refunded, less an administration fee of \$99.

Cancellations after Friday 28 October 2011 will not be refunded. By submitting your registration you agree to the terms of the cancellation policy. All refunds will be processed after the Congress.

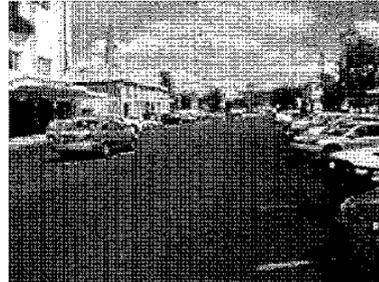


ALGA gears up for National Local Roads and Transport Congress

The 2011 National Local Roads and Transport Congress to be held in Mount Gambier is now just six weeks away.

The theme of the Congress is "Better Roads are Safer Roads" and an excellent line up of speakers has been confirmed.

The ALGA Board considered the potential impact of a scheduled visit to Australia by US President, Barak Obama, on 16 and 17 November 2011 and how this might affect the ability of federal politicians to address the Roads Congress. Discussions with senior federal politicians have confirmed their enthusiasm to attend and ALGA is anticipating a high level of political engagement.



The Congress will be used to launch local government's campaign to renew the Roads to Recovery program, the primary source of federal funding for local roads.

As part of the national campaign, councils across Australia are passing resolutions to advocate for the renewal of the Roads to Recovery program and writing to their local MPs as well as the Prime Minister and the Minister for Infrastructure and Transport to seek the continuation of the Roads to Recovery funding.

ALGA is urging all councils to be at the launch of the Roads to Recovery campaign to send a strong and united message to the Federal Government and the Opposition. The message has to be loud and clear: Roads to Recovery must be continued, made permanent and increased to a level that recognises the shortfall of funding on local roads of \$1.2 billion annually.

Registration numbers are strong but there is plenty of space for more councils who want their voice to be heard.

Registrations for the Congress can be made by following the links from the [ALGA website](#).

29A. AUSLINK ROADS TO RECOVERY FUNDING FOR 2011-2012 PROJECTS

REPORTING SECTION: Engineering Services
AUTHOR: Raju Ranjit – Director Engineering Services
FILE NUMBER: 09/1119

Summary:

The purpose of this report is to inform Council of Aus Link Roads to Recovery Projects for 2011/2012. The department of Infrastructure and Transport has approved four projects of total amount \$ 1,375,000. This report advises Council of the revised funding levels under this funding.

Background:

Council has funding allocation under the Roads to Recovery Program from 1st July 2009 to 30th June 2014. The total allocation is \$ 4,675,507 (2009-2014). Council has received \$3,059,314 up to date.

2011/2012 funding has currently been allocated as follows:

| Project | Funds | Project Description | Proposed Completion Date | Remarks |
|---|------------|---|--------------------------|---|
| Pagan Creek Bridge located approximately 1.2 km from the Intersection of the Pagan Creek Road and Mercadool Road | \$385,000 | Replacement of the existing timber girder, joists and planks by pre cast concrete slab, guardrail, approach roads and renomattress (bank protection) | December 2011 | Previous estimate was preliminary estimate only. |
| Mercadool Road (Rural Road) from start point 0 km to 3 km measured from the intersection of Castlereagh Highway and Mercadool Road | \$ 450,000 | Gravel re- sheeting in 3 km in length x 7 metres width | November 2011 | Withdrawn |
| Come By Chance Road (Rural Road), from start point 21 km to 26 km measured from the intersection of Fox Street and Euroka Street. | \$ 410,000 | Reconstruction and sealing work for approximately 5km in length x 7 metres | April 2012 | Total estimate is \$ 810,000.00. The balance is funded by RTA |
| Cryon Road from start point 400 m to 3.4 km measured from the intersection of Kamilaroi Highway and Cryon Road | \$450,000 | Construction and sealing for 3 km long x 8 m wide | June 2012 | Will be in a schedule as soon as the harvest finishes |
| Pitt Street between Euroka Street and Neil Street in Walgett | \$130,000 | Reconstruction and seal of existing pavement approximately 370 metres in length x 8 metres width on both sides of the existing central section. | May 2012 | |

Current Position:

Detail design for the Come By Chance Road and Investigation on structural strength of the existing sub structure (pier and abutment) of the Pagan Creek Bridge (new name is Coolang Bridge) has been completed.

Relevant Reference Documents:

Department of Infrastructure and Transport - approved work schedule

Governance issues:

n/a

Environmental issues:

Road safety

Stakeholders:

Council and users

Financial Implications:

WSC Management Plan 2011/2012

Alternative Solutions / Options:

n/a

Conclusion:

Auslink Roads to Recovery Funding for 2011-2012 Projects

Recommendations:

1. That Council note the Roads to Recovery funding for the projects.
2. That Council approves the note of \$1,375,000.00.

Moved:

Seconded:

Attachments:

Nil

30. MONTHLY REPORT FROM DIRECTOR ENGINEERING SERVICES – OCTOBER 2011

REPORTING SECTION: Engineering Services
AUTHOR: Raju Ranjit – Director Engineering Services
FILE NUMBER: 11/211

Summary:

The purpose of this report is to inform Council of progress and issues relating to Roads and Bridges in the period since the report was prepared in late September 2011.

Background:

RTA – Road Maintenance Council Contract

| Road No. | Road Name | Activities | Comments |
|----------|---|--|----------|
| SH12 | Gwydir (Walgett - Collarenebri-Moree) | Shoulder Grading, Routine patching works and routine inspections, signs, guideposts, litters and debris maintenance. | On going |
| SH18 | Castlereagh (Coonamble-Walgett Lightning Ridge) | Routine patching works and routine inspections, signs, guideposts, litters and debris maintenance. | On going |
| SH29 | Kamilaroi (Narrabri-Walgett-Brewarrina) | Shoulder Grading, Routine patching works and routine inspections, signs, guideposts, litters and debris maintenance. | On going |

WALGETT SHIRE COUNCIL AGENDA

Regional Roads

| Road No. | Road Name | Activities | Comments |
|-----------------|--|---|---------------------------------|
| RR202 | Merri Merri (Carinda - Quambone) | Maintenance grading & routine inspections done. | Completed on10/08/2011 |
| RR329 | Merrywinebone (Collarenebri-Burren Junction) | Heavy patching work as well as the routine patching works and routine inspections, signs, guideposts maintenance. | New Signs installed |
| RR333 | Carinda (Carinda-Warren) | Flood damage heavy patching work as well as the routine patching works and routine inspections, signs, guideposts maintenance done. | New Signs installed |
| RR333 | Cumberdoon Way (Walgett-Carinda) | Flood damage heavy patching work as well as the routine patching works and routine inspections, signs, guideposts maintenance. | |
| RR383 | Pilliga (Pilliga-Connamble) | Routine inspections and patching | Done |
| RR402 | Gingie (Walgett-Cumborah) | Routine patching works and routine inspections, signs, guideposts maintenance | Done |
| RR402 | Llanillo (Cumborah-Lightning Ridge) | Routine patching works and routine inspections, signs, guideposts maintenance | Done |
| RR426 | Bill O'Brien Way | Routine inspections and sign maintenance | Done |
| RR426 | Ridge Road | Maintenance Grading, Routine inspections, signs, guideposts maintenance done. | (Completed 1 st Aug) |
| RR426 | Shermans Way | Routine inspections and Flood damage works | Done |
| RR437 | Bangate (Lightning Ridge-Goodooga) | Routine Inspection done. | Inspection done |
| RR457 | Gundabloui (Collarenebri - Mungindi) | Flood damage heavy patching work as well as routine inspections, signs, guideposts maintenance. | New Signs installed. |
| RR7516 | Billybingbone (Carinda-Warren) | Maintenance grading, Routine inspections, signs, guideposts maintenance done. | Completed 22 nd July |
| RR7716 | Come By Chance | Reformation and Maintenance grading, routine inspections, signs, guideposts maintenance done. | Completed 3 rd Aug |

Shire Roads

| Road No. | Road Name | Activities | Comments |
|-----------------|------------------|---|--|
| SR1 | Franxton Road | Maintenance grading work done. | Completed 19 th August |
| SR2 | Bellara Lane | Maintenance grading work done. | Completed 7 th September |
| SR3 | Clarkes Lane | Routine inspections and maintenance grading | Completed 20 th September |
| SR5 | Cryon Road | Flood works | Completed |
| SR7 | Pampas Road | Maintenance Grading, Routine inspections and sign maintenance done. | Grading Completed 3 rd August |
| SR12 | Millie Road | Pothole repair, Routine inspections and sign maintenance . | Done |
| SR13 | Woodvale Road | Routine Inspection and sign maintenance | Inspection done |
| SR14 | Baroona Road | Scheduled to be inspected. | Inspection done |
| SR15 | Pokataroo Road | Scheduled to be inspected. | Inspection done |

WALGETT SHIRE COUNCIL AGENDA

| | | | |
|------|---------------------------|--|--|
| SR16 | Mercadool Road | Routine Inspection and sign maintenance | Done |
| SR17 | Tareela Lane | Routine Inspection and sign maintenance | Done |
| SR19 | Springs Road | Routine inspections and sign maintenance | Done |
| SR21 | Meadow Plains Road | Maintenance Grading, Routine inspections and sign maintenance. | Grading Completed 28 th July |
| SR24 | Marlbone Road | Routine inspections and sign maintenance | Done |
| SR25 | Wombo Lane | Scheduled to be inspected. | Inspection done |
| SR26 | Hardies Lease Road | Scheduled to be inspected. | Inspection done |
| SR27 | Colrose Road | Scheduled to be inspected. | Inspection done |
| SR28 | Wingadee Road | Routine inspections and sign maintenance | Done |
| SR30 | Nilma Road | Reformation Work going on. | Done |
| SR31 | Gungalman Road | Routine inspections and sign maintenance done. | Floodwork reformation going on |
| SR32 | Gilwaryn Road | Routine inspections and sign maintenance | Done |
| SR33 | Teranyan Road | Routine inspections and sign maintenance | Done |
| SR34 | Bowra Lane | Routine inspections and sign maintenance | Done |
| SR38 | Wanourie Creek Road | Scheduled to be inspected. | Inspection done |
| SR40 | Ginghet Road | Flood Works, Routine inspections and sign maintenance done. | Flood works completed. |
| SR41 | Green and Branders Road | Maintenance grading done. | Done |
| SR43 | Bushs Road | Routine inspections and sign maintenance | Done |
| SR45 | Bore Head Road | Flood works | Water over the road. |
| SR46 | Bonanza Road | Routine Inspection & Sign maintenance | Done |
| SR47 | Schmalkuche road | Routine Inspection | Grading will be started on 24 Oct 2011 . |
| SR48 | Boorooma Creek Road | Routine Inspection | Done |
| SR51 | Millencowbah Road | Routine inspections and sign maintenance | Done |
| SR52 | Willis Road | Maintenance Grading | Done |
| SR53 | Koomalah Road | Flood damage regarding and re-sheeting work | Done |
| SR55 | Burransbaa Road | Routine inspections and sign maintenance | Done |
| SR57 | Epping Road | Scheduled to be inspected. | Inspection done |
| SR58 | Regans Road | Maintenance Grading Done. | Grading Completed 2 nd August |
| SR59 | Moomin Road | Scheduled to be inspected. | Inspection done |
| SR60 | Marra Creek Road | Scheduled to be inspected. | Inspection done |
| SR61 | Cambo Road | Routine inspections and sign maintenance | Done |
| SR64 | Mission Road | Routine Inspection done. | New signs are ordered |
| SR66 | Perrottets Lane | Routine inspections and sign maintenance | Done |
| SR67 | Collarenebri Mission Road | Routine inspections and sign maintenance done. | New signs are ordered |
| SR68 | Haines Hut Road | Routine inspections and sign maintenance | Done |

WALGETT SHIRE COUNCIL AGENDA

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| SR69 | Woolaroo Road | Routine inspections and sign maintenance | Done |
| SR70 | Lone Pine Road | Scheduled to be inspected. | Inspection done |
| SR71 | Rossmore Lane | Maintenance Grading done. | Completed 23 rd July |
| SR72 | Middle Route road | Scheduled to be inspected. | Maintenance grading will be started from 5 th Oct 2011. |
| SR73 | Miralwyn Road | Scheduled to be inspected. | Inspection done |
| SR74 | Lochlomond Road | Scheduled to be inspected. | Inspection done |
| SR75 | Gidginbilla Road | Scheduled to be inspected. | Inspection done |
| SR76 | Maroubra Road | Routine inspections and sign maintenance | Done |
| SR77 | Nedgara Road | Routine inspections and sign maintenance | Done |
| SR79 | Pagen Creek Road | Scheduled to be inspected. | Inspection done |
| SR81 | Mac Masman Road | Floodworks | Done |
| SR82 | Proctors Road | Routine inspections and sign maintenance | Done |
| SR83 | Drilldool Road | Reformation grading and Floodworks done. | Completed 26 th August |
| SR84 | Fred Reece Way | Scheduled to be inspected. | Inspection done |
| SR85 | Tungra Road | Scheduled to be inspected. | Inspection done |
| SR86 | Kia-Ora Raod | Routine inspections and sign maintenance | Done |
| SR87 | Burren Bore Road | Routine inspections and sign maintenance | Done |
| SR88 | Fabians Road | Flood damage regarding and re-sheeting work | Done |
| SR89 | Belaba Road | Routine inspections and sign maintenance | Done |
| SR90 | Fairview Road | Flood damage works and maintenance grading done. | Completed 21 st July |
| SR91 | Three Mile Road | Scheduled to be inspected. | Inspection done |
| SR92 | Strathmore Road | Scheduled to be inspected. | Inspection done |
| SR94 | Ivanhoe Crossing | It is not a shire road anymore | Done |
| SR95 | Banarway Crossing Road | Maintenance Grading | Done |
| SR96 | Saleyards Road | Routine Inspections done. | Done |
| SR98 | Lorne Road | Scheduled to be inspected. | Inspection done |
| SR101 | Wilby Wilby Road | Routine patching works and routine inspections, signs, guideposts maintenance | Road Closed at Lake Cochraine |
| SR102 | Angledool Road | Flood damage regarding and re-sheeting works done | Maintenance grading will be started shortly |
| SR103 | Bugilbone Road | Maintenance Grading done. | Completed 27 th August |
| SR110 | Kurrajong Road | Reformation Grading going on. | Council grader working. |
| SR111 | Narran Lake Road | Routine inspections and sign maintenance | Done |
| SR112 | Brewon Road | Scheduled to be inspected. | Inspection done |
| SR113 | Binghi Road | Flood damage resheeting and reformation work | Done |
| SR114 | Bogewong road | Flood damage resheeting and reformation work | Done |
| SR115 | Aberfoyle Road | Flood damage resheeting and reformation work | Done |

WALGETT SHIRE COUNCIL AGENDA

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| SR116 | Goangra Road | S Scheduled to be inspected. | Inspection done |
| SR117 | Beanbri Road | Scheduled to be inspected. | Done and jet patching work done to reopen the road |
| SR118 | Yarraldool Road | Scheduled to be inspected. | Inspection done |
| SR119 | Hollywood lane | Routine inspections and sign maintenance done. | Done |
| SR121 | Pian Creek Road | Scheduled to be inspected. | Inspection done |
| SR122 | Old Burren Road | Scheduled to be inspected. | Inspection done |
| SR123 | Rowena Road | Routine patching works and routine inspections, signs, guideposts maintenance. | |
| SR124 | Dundee Road | Routine inspections and sign maintenance | Grading will be started shortly. |
| SR125 | Glen Eden Road | Maintenance grading done. Routine inspections and sign maintenance | Completed 22 nd Sep, 2011. |
| SR126 | Purtles Road | Scheduled to be inspected. | Flood Works in progress |
| SR127 | Boora Road | Scheduled to be inspected. | Inspection done |
| SR128 | Camerons Lane | Flood damage works and maintenance grading done. | Completed 19 th July |
| SR129 | George Sands Way | Scheduled to be inspected. | Inspection done |
| SR131 | Oneils Road way | Scheduled to be inspected. | Inspection done |

Unused Grids

| Road No. | Road Name | Activities | Comments |
|----------|--------------------|-------------------------|---|
| SR30 | Nilma Road | Two grids to be removed | Site meeting has been conducted with the property owner
Verbally Agreed to remove as per Council Policy.

Council is preparing estimates and schedules for the work. |
| RR7716 | Come By Chance | One grid to be removed | Site meeting has been conducted with the property owner

Verbally agreed to remove as per Council Policy.

But this needs to be relocated at approximately 23 km chainage(measured from the intersection of Fox Street and Come Eureka street)
Council is preparing estimates and schedules for the work. |
| SR21 | Meadow Plains Road | Two grids to be removed | Site meeting has been conducted with the property owner

Verbally agreed to remove as per Council Policy for one grid and has not given a decision for another one. |
| SR5 | Cryon Rd | Two grids | Investigation in progress |
| SR59 | Woodvale Road | One grid | Investigation in progress |
| SR16 | Mercadool Road | Three grids | Site meeting has been conducted with the property owner

Needs to stay. |

WALGETT SHIRE COUNCIL AGENDA

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| | | | Two ramps owned by National parks (representative Gerard O'connor 0427711361) and is under Investigation progress |
| SR52 | Willis Road | Three grids to removed | <p>Site meeting has been conducted with the property owner</p> <p>Verbally agreed but raised about fencing to install and some fence done previously but payment not done by council yet.</p> <p>Council is preparing estimates and schedules for the work.</p> |
| SR126 | Purtles Road | One grid to be removed | <p>Site meeting has been conducted with the property owner</p> <p>Verbally agreed.</p> <p>Some issue was raised about fencing which were done previously but never been paid. Council is preparing estimates and schedules for the work.</p> |

Current Position:

SR 45 and SR 101 are still under water. Most of the roads have been graded and programmed for another inspection. Estimations for SR101 and Grawin Bridge have been submitted to RTA for approval.

Relevant Reference Documents/Policies:

n/a

Governance issues:

n/a

Environmental issues:

Flood water

Stakeholders:

Council and Users

Financial Implications:

WSC Management plan 2011/2012

Alternative Solutions/Options:

n/a

Conclusion:

2011/2012 Maintenance programme has been placed and works are on progress accordingly.

Monthly report from Director Engineering Services – October 2011

Recommendations:

1. That Council receive and note the regular monthly road & Bridge report.

Moved:

Seconded:

Attachments:

Nil

Reports of Committees

The Plant Committee Report will be raised in Closed Committee

Questions for the next Meeting

To be determined at the meeting

Confidential Reports/Closed Council meeting

Nil

Close of Meeting