



WALGETT SHIRE COUNCIL

AGENDA

24 February 2009

RAY KENT
General Manager



18 February 2008

Walgett Shire Council
PO Box 31
WALGETT NSW 2832

NOTICE IS HEREBY GIVEN that the Ordinary Meeting of Walgett Shire Council will be held in the **Carinda Hall** commencing at 10.00am.

AGENDA

1. Opening of Meeting

2. Acknowledgement of Traditional Owners

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

3. Apologies

4. Welcome to Visitors

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

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- 1.a Mayoral Minute

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19. Close of Meeting

7. Confirmation of Minutes



WALGETT SHIRE COUNCIL

MINUTES

16 December 2008

*RAY KENT
General Manager*

WALGETT SHIRE COUNCIL AGENDA

WALGETT SHIRE COUNCIL MINUTES

MINUTES OF THE MEETING OF THE WALGETT SHIRE COUNCIL HELD AT THE WALGETT COUNCIL CHAMBERS ON TUESDAY 16 DECEMBER 2008 COMMENCING AT 10.10am

PRESENT

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

APOLOGIES

Mrs Debra Walford

Public Forum Presentations

Murray Erbs and David Wolfenden - Item 12 North West Weight of Loads Group

- Power point presentation on Weights of Loads Committee

Mr Rod White – Presentation of Petitions

A letter from Mr White was read and concerns from local business owners regarding the conditions of footpaths in Wee Waa Street were discussed

Miss Jacinda Scutt – Item 1 Regional and Local Community Infrastructure Program 2008/09

Miss Scutt referred to her letter to Council which made reference to the need for:

- CCTV Security in Walgett
- Improved street Lighting in town centre
- Gardens in the town centre

Mayor Woodcock – advised that he would invite Police Commander Mark Gallagher to the next meeting of Council in February 2009 to discuss policing related issues.

Mrs Jenni Brammel – Item 2 Community Infrastructure Program - Strategic Projects 2008/09

- Power point presentation on the Australian Opal Centre in support of a request for Council to lodge a funding application on behalf of the Centre.

Mr Jack Baker – Closed Council Meeting Items

- Mr Baker raised procedural matters related to the exclusion of the public from the meeting to discuss confidential items.

Declaration of Pecuniary/Non Pecuniary Interests

Clr Keir declared a Pecuniary Interest

- Item 11 – Tender Plant Hire

Clr Martinez declared a Pecuniary Interest

- Item 6 – Walgett Growth Management Study

Clr Greenaway declared a Pecuniary Interest

- Item 11 – Tender Plant Hire

Clr Lane declared a conflict of interest

- Item 2 – Australian Opal Centre
- Item 9 – Environmental Risk Assessment and Mitigation Package (E-RAMP)

Clr Lane declared a Pecuniary Interest

- Item 6 – Walgett Growth Management Study

269/08 Confirmation of Minutes	
Motion:	
That the minutes of Council Meeting held 25 November be confirmed with the following amendments:	
Page 6 – Ms Jill Roughly spoke on the subject of the Country Women’s Association’s Medical Scholarship.	
Moved:	Clr Keir
Seconded:	Clr Greenaway
CARRIED	

270/08 Motion of which notice has been given – House numbering on gutters	
Motion:	
That the report to be presented by the Director, Planning & Regulatory Services on the subject of ‘Urban Addressing’ identify and assess all options for house numbering in the Shire’s towns and villages.	
Shire	
Moved:	Clr Smith
Seconded:	Clr Walford
CARRIED	

WALGETT SHIRE COUNCIL AGENDA

WALGETT SHIRE COUNCIL MINUTES

271/08 Petition – State of footpaths on northern side of Wee Waa Streets between Fox and Pitt Streets	
Motion:	
1. This petition is received and noted.	
2. That Council considers cost of repairs and rehabilitation in the formulation of its 2009/2010 budget.	
Moved:	Clr Walford
Seconded:	Clr Keir
CARRIED	

Clr Lane Left the meeting at 12:22pm

272/08 Community Infrastructure Program – Strategic Projects 2008/09	
Motion:	
1. Council agrees to lodge an application on behalf of the Australia Opal Centre for funding from the “Regional and Local Community Infrastructure Program – Strategic Projects 2008/09” for the development of the Australian Opal Centre at Lightning Ridge	
2. The proponents of the scheme be advised of Council’s decision	
Moved:	Clr Martinez
Seconded:	Clr Walford
CARRIED	

Clr Lane rejoined the meeting at 12:28pm

The meeting was adjourned for lunch at 12:29

The meeting resumed at 1:26pm

Presentation made by Ms Lois Gray and Mr Wayne Garnsey of the Department of Planning and Mr Ian Sinclair, Council’s consultant who prepared the Walgett Shire Council Growth Management Study & Strategy.

273/08 Walgett Shire Growth Management Study & Strategy
<p>Motion:</p> <p>That Council defer this matter until the council have a workshop to discuss the matters further with the consultant. The date be set at 17 February 2009 for the workshop. Councillors to notify the Director Planning & Regulatory Services of subjects they wish to be addressed at the workshop by the 23rd January 2009.</p> <p>Moved: Clr Lane Seconded: Clr Martinez</p> <p>Unanimous Vote</p> <p>CARRIED</p>

274/08 Regional and Local Community Infrastructure Program 2008-09																												
<p>MOTION:</p> <p>That the following projects be endorsed for funding from the Regional and Local Community Infrastructure program:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding-left: 40px;">Walgett Street Lighting</td> <td style="text-align: right;">(\$63,000)</td> </tr> <tr> <td style="padding-left: 40px;">Walgett primitive camping area</td> <td style="text-align: right;">(\$72,500)</td> </tr> <tr> <td style="padding-left: 40px;">Lightning Ridge Skate Park</td> <td style="text-align: right;">(\$72,000)</td> </tr> <tr> <td style="padding-left: 40px;">Lightning Ridge Gem Gardens</td> <td style="text-align: right;">(\$6,000)</td> </tr> <tr> <td style="padding-left: 40px;">Lightning Ridge Bike Rack</td> <td style="text-align: right;">(\$2,000)</td> </tr> <tr> <td style="padding-left: 40px;">Lightning Ridge Visitor Information Centre extension</td> <td style="text-align: right;">(\$21,000)</td> </tr> <tr> <td style="padding-left: 40px;">Lightning Ridge Toilets at Visitor Information Centre</td> <td style="text-align: right;">(\$6,000)</td> </tr> <tr> <td style="padding-left: 40px;">Lightning Ridge Parks and cemetery</td> <td style="text-align: right;">(\$21,000)</td> </tr> <tr> <td style="padding-left: 40px;">Collarenebri primitive camping area</td> <td style="text-align: right;">(\$63,000)</td> </tr> <tr> <td style="padding-left: 40px;">Collarenebri Playground/Skate Park</td> <td style="text-align: right;">(\$52,000)</td> </tr> <tr> <td style="padding-left: 40px;">Burren Junction Bore Bath</td> <td style="text-align: right;">(\$52,000)</td> </tr> <tr> <td style="padding-left: 40px;">Carinda Playground/Toilets</td> <td style="text-align: right;">(\$41,500)</td> </tr> <tr> <td style="padding-left: 40px;">Cumborah Parks</td> <td style="text-align: right;">(\$9,500)</td> </tr> <tr> <td style="padding-left: 40px;">Rowena Parks</td> <td style="text-align: right;">(\$10,500)</td> </tr> </table> <p>Moved: Clr Greenaway Seconded: Clr Coless</p> <p>CARRIED</p> <p>NOTE: Director Urban Infrastructure will provide advice to Council on the cost of existing skate parks at Gilgandra and Coonamble.</p>	Walgett Street Lighting	(\$63,000)	Walgett primitive camping area	(\$72,500)	Lightning Ridge Skate Park	(\$72,000)	Lightning Ridge Gem Gardens	(\$6,000)	Lightning Ridge Bike Rack	(\$2,000)	Lightning Ridge Visitor Information Centre extension	(\$21,000)	Lightning Ridge Toilets at Visitor Information Centre	(\$6,000)	Lightning Ridge Parks and cemetery	(\$21,000)	Collarenebri primitive camping area	(\$63,000)	Collarenebri Playground/Skate Park	(\$52,000)	Burren Junction Bore Bath	(\$52,000)	Carinda Playground/Toilets	(\$41,500)	Cumborah Parks	(\$9,500)	Rowena Parks	(\$10,500)
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275/08	Resident's Proposals for Projects in Walgett
MOTION:	
1. The toilet refurbishment and construction of netball courts be considered for funding under the Local Government Infrastructure Program but if not ranked for funding than the works, along with others identified by Mrs Walford, be considered for funding in the 2009/10 Budget	
2. Mrs Walford be advised of Council's decisions in respect of her proposals	
Moved:	Clr Lane
Seconded:	Clr Murray
CARRIED	

276/08	Letter from Lightning Ridge Olympic Pool Association Inc
MOTION:	
1. The report be received	
2. The Lightning Ridge Olympic Pool Association Inc be provided with a copy of this report and advised of Council's resolutions in respect of the matter	
Moved:	Clr Walford
Seconded:	Clr Martinez
CARRIED	

277/08	Investment Report
MOTION:	
Council note the investment report	
Moved:	Clr Greenaway
Seconded:	Clr Murray
CARRIED	
MOTION:	
A report be prepared on identified investments and the Mayor be delegated authority to terminate said investments if, after considering the report, the Mayor deems it to be in the Council's financial interest to do so.	
Moved:	Clr Lane
Seconded:	Clr Greenaway
CARRIED	

278/08	Development and Complying Development Certificate Applications
<p>MOTION:</p> <p>That Walgett Shire Council resolve to:</p> <ol style="list-style-type: none">1. Note the Development and Complying Development Certificate applications dealt with under delegated authority by the Director Planning and Regulatory Services and General Manager during November 2008 <p>Moved: Clr Greenaway Seconded: Clr Walford</p> <p>CARRIED</p>	

279/08	Rural Addressing Road Name Amendments
<p>MOTION:</p> <p>That Walgett Shire Council resolve to:</p> <ol style="list-style-type: none">1. Rename Narran Street Cumborah as Glengarry Street.2. Rename SR102 Narran Road at Angledool as SR 102 Angledool Road.3. If there is no objection offered by Brewarrina Shire Council, rename SR 101 Wilby Wilby Bridge Road as Wilby Wilby Road.4. Submit the amended names to the Geographical Names Board of NSW and request that they be gazetted as formal road names.5. Proceed to implement signage and rural address numbering throughout Walgett Shire, in compliance with the Australian Standard AS/NZ 4819:2003 Geographic Information - Rural and urban addressing. <p>Moved: Clr Keir Seconded: Clr Lane</p> <p>CARRIED</p>	

Clr Lane left the meeting at 4.31pm

280/08	Environment Risk Assessment and Mitigation Package (E-RAMP)
MOTION:	
That Walgett Shire Council resolve to:	
<ol style="list-style-type: none">1. Use the E – RAMP tool to assess which areas need attention and measures required to meet sound waste management decisions in its small landfills.2. Apply for appropriate funding.3. Use E-Ramp tool in developing the Solid Waste Management Plan.4. Provide financial matching funds when formulating its 2009-2010 budget.	
Moved:	Clr Martinez
Seconded:	Clr Greenaway
CARRIED	

Clr Lane rejoined the meeting at 4.38pm

281/08	Effluent at Oxidation Ponds in Walgett
MOTION:	
That:	
<ol style="list-style-type: none">1. Council continue its negotiation with Mr Shelton regarding his future wastewater drawings from ponds.2. Council consider funding implementation of treatment plant rehabilitation and/or upgrading when formulating its 2009 - 2010 budget.3. The Director, Urban Infrastructure Services develop a strategic plan for 'recycling' wastewater for use in parks and reserves and include this strategy in formulating its 2009 - 2010 budget.	
Moved:	Clr Lane
Seconded:	Clr Murray
CARRIED	

Clr Greenaway and Clr Keir left the meeting at 4.45pm

WALGETT SHIRE COUNCIL MINUTES

282/08	Tenders – Plant Hire
MOTION:	
That Council accept tenders from the following businesses for E08007 Request for Standing Offers: Casual Plant Hire Walgett Shire NSW –	
a. AusRoad Pty Ltd	
b. Bell Equipment Pty Ltd	
Moved:	Clr Murray
Seconded:	Clr Lane
CARRIED	

Clr Greenaway and Clr Keir rejoined the meeting at 4.46pm

283/08	North West Weight of Loads Group
MOTION:	
That Council:	
1. Note the report outlining the benefits of membership of the North West Weight of Loads Group.	
2. Authorise Council's delegates to attend the meeting of NWWOLG and seek a change in policies as follows:	
a) Allow a 5% leeway on weight on axles during harvest season	
b) Require that court hearings in respect of infringement notices issued in Walgett Shire be heard at Walgett Court without the defendant being required to bear the cost of the groups solicitor attending at Walgett.	
Moved:	Clr Lane
Seconded:	Clr Murray
CARRIED	

284/08	Walgett Local Area Traffic Committee
MOTION:	
1. That Council note and adopts the recommendations of the meeting of the Local Area Traffic Committee on 18 November 2008.	
Moved:	Clr Murray
Seconded:	Clr Colless
CARRIED	

Questions without notice from Councillors

Clr Murray

1. Referring to a Councillor minute from the Director Planning & Regulatory Services dated 8 December 2008 regarding opal mining and prospecting (distributed to Councillors previous to this meeting), the councillor queried is there any reason why Council can't move a motion at today's meeting without adopting the Growth Management Strategy?

Response

The Director Planning & Regulatory Services advised Clr Murray that it would be preferable to wait until after the Growth Management Study & Strategy is adopted and endorsed by Council and then endorsed by the Department of Planning.

Clr Colless

1. Why do we have water restrictions in Walgett Shire Council?

Response:

The Director, Urban Infrastructure Services indicated that Council is in the process of changing the restrictions. He also indicated that there are many houses watering their lawns early in the morning and it is becoming increasingly difficult to monitor. The Director has had discussions with his staff and the changes should be in place next week.

Clr Greenaway

Councillor Greenaway indicated that he would like to see the water restrictions lifted for Walgett and Collarenebri.

Response:

The Director, Urban Infrastructure Services indicated that as previously mentioned there will changes to the water restrictions as of next week.

Clr Martinez

1. The bus service in Lightning Ridge is still unable to pull in straight at the bus stop. There is a post there but there is no sign indicating no parking.

Response:

The Director Rural Infrastructure & Support Services indicated that he had been out and checked the signage in the vicinity of the bus stop and it all seemed to be ok. The Director also indicated that he will be glad to take another look.

Clr Woodcock indicated that it might be a good idea for the Councillors and Directors to have a look on Thursday evening before the Mayoral dinner.

Clr Keir

1. Referring to a councillor minute from the Director Planning & Regulatory Services dated 3 December 2008 regarding a proposal to sell plants in Fox street, Walgett, the Councillor queried whether it is more appropriate to sell on the footpath or private land.

Response:

The Director Planning & Regulatory Services indicated that Council staff do not make recommendations on sites to intending applicants. Applicants will need to make their own decisions based on their circumstances including public liability insurance, type of operation etc.

2. The entrance to GrainCorp – Walgett Silo is not sealed, windscreens have been broken, why is the driveway out of the silo not sealed?

Response:

The Director Rural Infrastructure & Support Services indicated that the responsibility for this area is that of the Grain Corp and RTA, not Council. Both the Director Planning & Regulatory Services and the Director Rural Infrastructure & Support Services indicated that they will prepare a combined report for the next Council meeting.

3. In response to the letter from the Tourist Association, there is a lot of debris on the Walford Tracker Walkway and it is very messy.

Response:

The Director Urban Infrastructure Services indicated that he will check on this issue.

Clr Lane

1. Why does Lightning Ridge have water restrictions when we don't rely on river water?

Response:

The Director Uurban Infrastructure Services indicated that our water restrictions were applied to the whole of the Shire. He also indicated that there are water restrictions on because of the pressure on the water pumps. The Director also indicated that as of next week there will be some changes to the restrictions.

Clr Walford

1. At Pandora Street near the fire station there use to be a log to stop people flying down the road. Can the log be placed back?

Clr Woodcock added that another street in Lightning Ridge named 'Fireball' also had something similar and this has also been removed.

Response:

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

Clr Smith

Clr Smith asked that next time Councillors are in Collarenebri, can they have a look at the racecourse guttering and the grandstand? Can we make provision in the next budget for repairs?

1. What is the chance of putting some stop signs at Denyers corner and Walgett street. We have give way signs but would like to place some stop signs?

Response:

The Director Rural Infrastructure & Support Services indicated that he will need to refer the request to the local traffic committee.

2. Can we move the trucks that come down Walgett Street, and bypass them away from the main street?

Response:

The Director Rural Infrastructure & Support Services indicated that the money spent on the road previously was from the RTA. The Director also indicated we could pursue with the RTA the possibility of changing the route.

3. Can we have a look at a walkway from the bridge to Wali reserve ?

Response:

The General Manager replied that could be considered in the formulation of 2009/10 budget.

4. Do we do road runs with the hot mix, patch ups? Can we patch up some of the potholes from Collarenebri to Walgett?

Response:

The Director Rural Infrastructure & Support Services indicated that this service will be slightly different as of next year as we have been very busy with State highways at the moment. From January we are dedicating some time and a truck to this issue. We have one truck working three days before Christmas on some of this as well.

Clr Martinez

1 If the funds allocated in the budget are not used, where do they go?

Response:

The Director Corporate & Community Services indicated that Council can identify them to be restricted if the project is not completed. Or they can be put back into surplus and reallocated.

The General Manager advised that if a project is not committed or commenced at the end of a financial year that the funds for the project need to be revoted for inclusion in the following years budget.

2. If we have the money in the budget, why aren't we doing the skate park?

Response:

The Director Corporate & Community Services indicated that we can't commence everything in July - it depends on human resource management. Each Director has a list of projects scheduled for the coming year and each councillor will be provided with a compete list. The Director also indicated that Council may need to have a look at reprogramming some of our works.

Clr Murray

The plane service that finishes for Walgett and Lightning Ridge - have we heard anything about this?

Response:

The General Manager indicated that he will be having a meeting with Kevin Humphries on Wednesday and this is one of the items to be discussed.

Clr Walford left the meeting at 5.30pm

Clr Walford returned to the Meeting at 5.32pm.

285/08 Proposal to Name Sporting Facilities in Walgett

MOTION:

That:

1. Council note the letters from Mrs Walford.
2. That Council only propose names for features and facilities in the Shire after a public call has been made for proposals.

Moved: Clr Colless

Seconded: Clr Murray

CARRIED

Clr Keir left the meeting at 5.37pm

WALGETT SHIRE COUNCIL AGENDA

WALGETT SHIRE COUNCIL MINUTES

Clr Keir returned to the meeting at 5.40pm

286/08 Closed Council	
MOTION:	
That the public be excluded from the meeting pursuant to Sections 10A (2) (b) and (g) of the Local Government Act 1993 on the basis that the items deal with:	
(b) the personal hardship of any resident or ratepayer, and	
(g) advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the grounds of legal professional privilege.	
Moved:	Clr Greenaway
Seconded:	Clr Murray
CARRIED	

287/08 Debt Recovery update - Gallagher	
MOTION:	
That Council continues with the amendment of the Statement of Claim and apply for judgement. Once judgement obtained continue with Bankruptcy proceedings as soon as possible	
Moved:	Clr Greenaway
Seconded:	Clr Keir
CARRIED	

288/08 Write Off of Debtor Account 268.16	
MOTION:	
That the amount of \$1923.93 be written off debtor account 268.16 against Provision for Doubtful debts.	
Moved:	Clr Colless
Seconded:	Clr Keir
CARRIED	

WALGETT SHIRE COUNCIL AGENDA

WALGETT SHIRE COUNCIL MINUTES

289/08	Debt Recovery update – Coleman/Walgett Spectator
MOTION:	
That this report be held over to the next Council meeting to allow for the Deputy Mayor to consult with Mr Coleman.	
Moved:	Clr Murray
Seconded:	Clr Keir
CARRIED	

290/08	Debt Recovery update – John Cividin
MOTION:	
That the report be received.	
Moved:	Clr Lane
Seconded:	Clr Walford
CARRIED	

291/08	Return to Open Session
MOTION:	
That Council return to open session.	
Moved:	Clr Greenaway
Seconded:	Clr Murray
CARRIED	

292/08	Disclosure of Interest in Written Returns
The General Manager tabled returns pursuant to Section 449 (1) of the Local Government Act 1993 from the following councillors:	
Clr Lane	
Clr Colless	
Clr Smith	
Clr Keir	

Clr Walford left the meeting 6:04pm

The meeting closed at 6:10 pm

To be confirmed by Council at its ordinary meeting to be held on Tuesday, 24th February 2009.

Mayor

General Manager

16 December 2008

Page 15 of 15

Recommendation:

- 1. That the minutes of Council Meeting held 16 December 2008 be confirmed**

9. Mayoral Minutes

1. *MAYORAL MINUTE*

COUNCIL MEETING: 24 February 2009
SUBJECT: Council's Investment Instruments
FILE NUMBER: 180/02/01/00

Summary:

At the December 2008 Council meeting it was resolved, in respect of Item 277/08 (Investment Report), that:

"A report be prepared on identified investments (Zircon Finance Limited, Managed Aces SP, Magnolia Finance, Helium Capital) and the Mayor be delegated authority to terminate said investments if, after considering the report, the Mayor deems it to be in the Council's financial interest to do so."

This Minute advises of my actions in respect of the Resolution.

Discussion (including issues and background):

A report I received from Council's Finance Manager is attached. The Report also contains advice from Council's Auditors. I discussed the subject at length with the General Manager.

The four instruments, all held with Lehman Brothers (currently under Administration), originally had a face value of \$1.0 million. On the advice of Council's Auditors, the value of these instruments was written down in 2007/08 and Council's Balance Sheet now records the market value of the instruments as \$382,245. Interest on original face value (\$450,000) is still being paid on Managed Aces and Helium Capital (a return on face value of approximately 13%). No interest has been received in respect of the other two instruments (original face value \$550,000) since June and September 2008. Council's Auditors are of the view that given the current economic climate, and given that the Administrators are still working their way through the financial circumstances of Lehman Brothers, a sale of any of the instruments on the open market in the short term would almost certainly result in a price being realised that was significantly less than the \$382,245 that the instruments are valued at in Council's books.

In all the circumstances, I determined not to dispose of the investment instruments.

Relevant Reference Documents:

Nil

Stakeholders:

Council and residents

Financial Implications:

Uncertain

Recommendation:

That the Mayor's determination, pursuant to authority delegated by Council, be noted.

Attachments: Minute to the Mayor, dated 5th February 2009, from Council's Finance Manager.

MINUTE TO: Mayor

SUBJECT: Investments Instruments

FROM: Myrene Lovegrove, Finance Manager

DATE: 5th February 2009

As at 31 January 2009 Walgett Shire Investments totalled \$11,532,245.00 consisting of

- Term deposits (89%),
- Callable Range Accrual Notes (CRAN) (7.9%)
- Floating Rates Collateralized Debt Obligations (CDO) (3.05%).

Term Deposits

A term deposit is an interest bearing savings deposit or certificate of deposit with a financial institution including banks, building societies and credit unions. Term deposits have specific maturity dates and the interest rate is set at the time of deposit. Currently WSC has \$11,150,000 invested in 24 different term deposits ranging from 91 days to 216 day terms. Interest rates vary from 4.35% to 9.32%. Recent interest rates are declining and are generally quoted below 5%. This will require some management if Walgett Shire Council is to continue getting a reasonable return on invested monies.

All the term deposits are covered by the government guarantee and all are held with complying financial institutions. Early termination of a term deposit usually incurs either a flat or percentage fee.

Currently council holds term deposits with:

National Bank of Australia
Citibank
Newcastle Permanent Building Society
Westpac
Suncorp Metway
Savings and Loans Credit Union
Bank of Western Australia
Commonwealth Bank
Australian Central Credit Union
IMB Ltd Financial Services
Bank of Queensland
Local Government Financial Services
Police and Nurses Credit Union

Callable Range Accrual Notes (CRAN)

Currently Walgett Shire Council has \$1 Million invested in two Callable Range Accrual Notes (CRAN's) with FIIG Securities Limited. FIIG Securities Limited is a fixed income investment service that provides WSC with an investment service independent of financial institutions.

Capital protection is provided by a Commonwealth Bank of Australia bond and a Royal Bank of Canada bond. The two CRAN's are for a medium term of 5 years with interest paid quarterly

when the BBSW index falls within a defined range. The principle is repaid at maturity date: Early disposal is only available by selling the CRAN on a secondary market.

Floating Rates Collateralized Debt Obligations (CDO)

CDO's are a single product representing a pool of typically 120 to 150 other assets. Walgett Shire Council's CDO's are all held with Lehman Brothers who are currently under administration.

As disclosed in Walgett Shire Council's audited annual financial statements the market value of the four Floating Rates Collateralized Debt Obligations (CDO) at 30th June 2008 was \$382,245.00 or approximately 3% of total investments. In December 2008 interest of \$10,246.00 was received.

These products have maturities ranging from 2012 to 2015. Disposal of these products prior to maturity would require sale on the secondary share market at current market price. In the current economic climate the current market price may be considerable lower than their market value as at 30th June 2008.

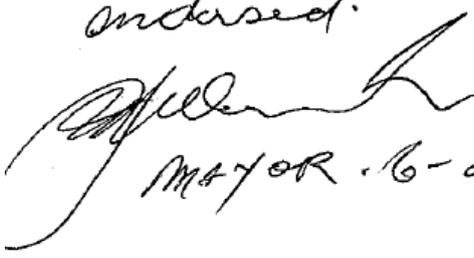
Council's auditor has advised holding these products. Brett Hanger from Spencer Steer has also advised if council wishes to dispose of the product prior to maturity when economic conditions improve it would be prudent to retain the services of an independent financial planner.

The four products are called:

- Zircon Finance Limited
- Managed Aces SP
- Magnolia Finance
- Helium Capital

Recommendation

That the Mayor authorise continuation of investments as reported

endorsed.

MAYOR . 16-2-09

2. 1.A MAYORAL MINUTE

COUNCIL MEETING: 24 February 2009
SUBJECT: NSW Grain Freight Review

Summary:

An invitation has been received for Council to lodge a submission to the Inquiry. Given the short notice, I am recommending that Council establish a small committee of Councillors who shall be charged with the responsibility of preparing a submission for the Mayor's endorsement and forwarding to the Inquiry prior to the closing date of 17th March 2009.

Discussion (including issues and background):

The invitation to lodge a submission was received by Council on the 20th February and the deadline is the 17th March – one week before the next Council meeting. The Invitation along with a "Call for Submissions" paper has been circulated to Councillors under separate cover.

Relevant Reference Documents:

Nil

Stakeholders:

Grain producers within the Shire

Financial Implications:

Nil

Recommendations:

That:

1. Council establish a committee of Councillors to prepare a submission for the endorsement of the Mayor and forwarding to the Inquiry prior to 17th March 2009
2. The members of the Committee be:

10. Motions of which Notice has been given

Councillor Colless - School Bus Run Service

That a report be prepared on the provision of a safe pick up and set down for school children on the Come By Chance road

Councillor Lane – Rating Structure

That as part of the budget processes that Council review the rate structure of the Shire with the aim of creating a fairer distribution of the rate burden among each of the urban centres and as part of this process Council staff produce a detailed report for the March Council Meeting providing Councillors with data that provides a clear overview of where rate income is derived and how our budget is expended on an urban centre, rural residential, Mining Business and rural basis.

Explanation:

The rating restructure that was carried out last year led to great dissatisfaction among rate payers and at least two large public meetings were held in Lightning Ridge as a result. It led to some rate payer sectors copping a 42% increase and others getting a 52% decrease, it also created anomalies such as an average rate payer in Burren Junction paying \$493.00 and an average Carinda rate payer paying \$151.396 and the difference between average rate payers of Walgett paying \$357.04 and a Ridge rate payer paying \$473.91 and Collarenebri paying \$301.36.

The outcome of a review would be to try and create a more equitable rate burden between rate payers of the Shire's towns and villages, leading to a more harmonious relationship among residents of the Shire.

Councillor Greenaway – Road Grid Policy

That the road grid policy be reviewed at the March meeting.

12. Councillor Questions with Notice

Councillor Walford and Clr Woodcock

Question:

At the December 2008 Council meeting, both councillors asked if the log can be placed back in these two places to stop people flying down the road.

Response:

The Director Urban Infrastructure Services advises the following:

Pandora Street Stop Log: The Lightning Ridge Maintenance Team recovered the logs and they are now firmly placed to where they were located before.

Fireball Street Stop Log: This is an 'unformed' street where two separate pathways are obviously used broadly by local people entering private properties or claimed mining areas. In – between these pathways are overgrown meadow apparently not being maintained or cut into acceptable height, Inquiries revealed that no logs were positioned there but confirmed that heaps of soil was spread across the entrance of this undefined street. Current land contour shows that huge water passes along this street thereby eroding these heap of soils over the time.

Councillor Keir

Question:

At the December 2008 Council Meeting, Clr Kier raised that a letter had been received from the Tourist Association in regards to a lot of debris on the Walford Tracker Walkway, they also indicated that it is very messy.

Response:

The Director Urban Infrastructure Services advises the following:

WALGETT SHIRE COUNCIL AGENDA

The Maintenance Team inspects this track regularly to keep litter and vegetation in check. However, on most occasions a crew of people on Community Service hours is engaged under supervision at no cost to Council.

On 30 December 2008, Council's Maintenance Team inspected this track again and found it to be in good condition except for the vandalised footbridge. There was minimal debris along the way which is understandable on a bush track and as shown in the following photos, litter proliferation was almost nil:



Councillor Colless

Question:

At the December 2008 Council Meeting, Cllr Colless asked why do we have water restrictions in place in the Walgett Shire Council

Response:

The Director Urban Infrastructure Services advises the following:

On 15 November 2008, a new set of sprinkling hours was introduced reducing the original ration of 10 hours to just four (4) hours daily to conserve water resources (refer to Appendice 1). This water restriction schedule was revised and changed to 8 hours daily on 05 January 2009 as a result of serious consultations with urban water field staff and some members of the public (refer to Appendice 2).

A further change was made to this revised notice when the Planning and Regulatory Division prompted the validity of carrying out infringement notices under the Act. Further investigation showed that the quoted penalties under the Water Management (Water Supply Authorities – Water Restrictions) Regulations 2004 should be replaced with Local Government Act 1993 (Section 737 – Waste or Misuse of Water). Based on this new account, Council published another Reminder Notice which appeared in the Walgett Spectator and the Ridge News, 28 / 29 January 2009 respectively (refer to Appendice 3).

Council has received no official complaints regarding the water restriction change in usage hours to date.



IMPORTANT NOTICE

CHANGE OF WATER RESTRICTIONS **Schedule during Summer**

SPRINKLER USAGE

Effective November 15th 2008

**Sprinkler use is prohibited other than
between the following times:**

- Residential premises between 6:00am and 8:00am
and between 6:00pm and 8:00pm.**
- Commercial premises between 8:00am and
4:00pm Monday to Friday.**

Use of hand held hoses is recommended at all times.

Residents who disregard this notice shall incur penalties under the Water Management (Water Supply Authorities – Water Restrictions) Regulation 2004.

(\$200.00 per Breach of Restriction)

Raymond Kent
General Manager

APPENDICE ①



IMPORTANT NOTICE

CHANGE OF WATER RESTRICTIONS SCHEDULE

SPRINKLER USAGE

Effective 5th January 2009

Sprinkler use is prohibited other than between
the following times:

<input checked="" type="checkbox"/> <u>Residential</u>	<u>Premises:</u>
Mornings	6:00am - 8:00am
Evenings	6:00pm - 10:00pm

<input checked="" type="checkbox"/> <u>Commercial</u>	<u>Premises:</u>
Between 8:00am and 4:00pm	
Monday to Friday	

Use of hand held hoses is recommended at all times.

Residents who disregard this notice shall incur penalties under the Water Management (Water Supply Authorities – Water Restrictions) Regulation 2004.

(\$220.00 per Breach of Restriction)

Raymond Kent
General Manager

APPENDICE (2)



REMINDER

WATER RESTRICTIONS SCHEDULE

SPRINKLER USAGE

Sprinkler use is prohibited other than between the following times:

- **Residential Premises:**
 - Mornings 6:00am - 8:00am**
 - Evenings 6:00pm - 10:00pm**

- **Commercial Premises:**
 - Between 8:00am and 4:00pm**
 - Monday to Friday**

Use of hand held hoses is recommended at all times.

Residents who disregard this notice may incur penalties under the Local Government Act 1993 (Section 637-Waste or Misuse of Water)

(A fine of \$220.00 applies per Breach of Restriction)

Raymond Kent
General Manager

APPENDICE (3)

Councillor Greenaway

Question:

Could full details of council motor vehicle policy be given to councillors at the February meeting, including what positions have a vehicle supplied, if private use is available & has the user taken up the offer and at what cost to council.

Response:

The Director Rural Infrastructure and Support Services provides the following response:

Council’s Motor Vehicle Policy and Motor Vehicle Procedure are attached. Refer to these documents for eligibility and conditions of use for staff exercising private use arrangements of Council vehicles.

Current Private Use arrangements are as follows:

Position	Vehicle Class	Agreement Type
Director Rural Infrastructure & Support Services	1	A
Director Urban Infrastructure Services	1	A
Director Planning & Regulatory Service	1	A
Senior Health & Building Surveyor	2	A
Roads Engineer	vacant	
Director Corporate & Community Services	3	A
Utilities Engineer	vacant	
Health & Building Surveyor	4	B
Support Services Coordinator	4	B
Team Leader Water/Sewer	4	B
Technical Officer -Town Services	4	B
Senior Technical Officer	4	B
Manager Community Services	1	D
Youth Development Officer	2	D1

The commencement of a Private Use Agreement is usually included in the letter of employment of a staff member and is offered at the sole discretion of the General Manager. All Council vehicles, regardless of whether for private or purely operation use, are selected to meet operational requirements only. Cleaning of Agreement Type A, B, & C vehicles is to take place in the employee’s time.

The cost to Council varies depending upon the private use distance travelled per year. Given that the vehicles are required for operational purposes already, the additional cost to offer private use is predominantly the cost of fuel. At 10,000km/yr (maximum for an Agreement Type B), this is of the order of \$1,200/yr which is fully reimbursed by the employee through the payment of a “lease-back” payment. In addition there are additional maintenance and services costs.



AFM - MOTOR VEHICLE POLICY

Adoption Date: 15 July 2008

Review Date: 15 July 2010

Responsible Officer: Director Rural Infrastructure and Support Services

POLICY STATEMENT

WSC is responsible for the provision of motor vehicles to service the operational requirements of Council.

OBJECTIVES:

- To ensure that Council complies with the relevant industrial requirements and the Occupational Health and Safety Act 2004.
- To establish procedures and guidelines for the provision of motor vehicles recognising that operational requirements and staffing arrangements of Council may vary from time to time.
- To ensure that the economic, environmental and social implications of purchasing a motor vehicle are considered during the procurement process.
- To recognise that Council has a duty of care to provide a safe system of work including the obligation to maintain plant and systems of work that are safe and minimise the risk of harm.

Policy Implementation Procedures, Guidelines and Documents

AFM – Motor Vehicles Procedures

Related WSC Policies

Gov - Code of Conduct

WR - Conditions of Employment Policy and Procedures

WSC Procedure – AFM – Motor Vehicle



MOTOR VEHICLE PROCEDURES

Approval Date:	13/11/2008
Review Date:	13/11/2008
Responsible Officer:	Director Rural Infrastructure & Support Services

Council Policy Reference

AFM – Motor Vehicle Policy

Statutory Requirements

Local Government Act 1993
Local Government (General) Regulation 2005
Occupational Health and Safety Act 2000

Related Policy/Procedure

AFM - Financial Management and Control Policy
AFM - Purchasing

Application

This procedure applies to all Council staff that use and administer the use of Council motor vehicles.

WSC Procedure – AFM – Motor Vehicle

Motor Vehicles

1. Objective

To establish procedures and guidelines for the provision of motor vehicles recognising that operational requirements and staffing arrangements of Council may vary from time to time.

2. Statement

Vehicle selection, private use arrangements, and the Motor Vehicle Policy and the Motor Vehicle Procedures ('the procedures') as amended from time to time are based upon the operational needs of the organisation and cost benefit to the Council.

Where vehicles are subject to a private use arrangement, they are not provided to a specification designed to meet the private use requirement of the employee, however, employees can request optional equipment to be fitted to the vehicle at their own expense. (Refer to 2.7 Employee Funded Optional Equipment)

The provision of a vehicle for private use is to be considered a benefit and a privilege, and Walgett Shire Council reserves the right to rescind its decision to provide a vehicle, vary the type of vehicle to be provided, vary the contribution rates, and vary the Motor Vehicle Procedures at any time, to ensure the interest of Council is being met.

The Local Government (State) Award and other contracts of employment may make certain provisions in relation to the provision of "lease-back" motor vehicles. The termination or variation of a motor vehicle leaseback agreement is subject to these conditions to the extent that they are applicable.

2.1. Delegation of Authority

The General Manager, under Delegated Authority, is to purchase and changeover Council's vehicles as provided for annually in the adopted budget and in accordance with this procedure document.

2.2. Administration of the Motor Vehicle Procedures

The Director of Rural Infrastructure and Support Services and the Support Services Officer are to be accountable to the General Manager for the overall management of the Motor Vehicle Procedures.

2.3. Review of Procedures

The Procedures will be reviewed every two (2) years or at such other time as is necessary, by the Support Services Officer and any recommendations will be submitted by the Director Rural Infrastructure and Support Services to the General Manager.

2.4. Vehicle Categories

Vehicle selection shall be based upon suitability for the operational needs of Council, inclusive of the most beneficial whole of life costing in an effort to promote efficiency within fleet operations.

WSC Procedure – AFM – Motor Vehicle

2.5. Vehicle Maintenance

- i) Council's Support Services Section shall be responsible for ensuring that all vehicles are serviced and maintained.
- ii) All vehicles are to be serviced according to manufacturers specifications, and it is the responsibility of the employee to ensure vehicles are booked in with the Support Services no less than one (1) week prior to service falling due;
- iii) All vehicle defects are to be reported to the Support Services via the formal 'Plant Daily Inspection Fault Report', and verbally by telephone or radio to the Leading Hand / Mechanic. Plant Daily Inspection books will be distributed at the time of vehicle issue, with additional books being available from Support Services.
- iv) Council shall pay all registration, and insurance costs. All vehicles remain the property of the Council.

2.6. Vehicle Replacement

- i) Vehicles shall be replaced at a time considered appropriate by the Director Rural Infrastructure & Support Services in consultation with the Support Services Officer to provide the optimum benefit to Council. Employees with private use of motor vehicles need to be aware that vehicle replacement is not based on any set criteria in relation to time or kilometres travelled.
- ii) All vehicle changeovers are to be completed by the Support Services Officer, using the 'Vehicle Issue & Return Form' (Annexure B). The Support Services Officer will subsequently issue vehicles to the relevant employee.
- iii) All vehicles returned to Support Services Officer for disposal will be assessed and prepared to a condition that is considered to attain the best financial outcome for Council.
- iv) No vehicle colour preference will be given to employees. Colours, other than white, shall be selected at the discretion of the Director Rural Infrastructure & Support Services.
- v) Where a position is vacated for which a vehicle was provided, the Relevant Department Director shall review the need for such vehicle and is to ensure in consultation with the Director Rural Infrastructure & Support Services, that any future vehicle provided is in accordance with the procedures and is meets Council's operational requirements.

2.7. Employee Funded Optional Equipment

- i) The following is fitted to Council vehicles as standard equipment:
 - (1) Sedans and Wagons
 - (a) Air Conditioning
 - (b) Seat Covers
 - (c) Floor Mats
 - (d) Headlight Protectors (Glass headlight lenses only)

WSC Procedure – AFM – Motor Vehicle

- (e) Mudflaps
 - (f) Cruise Control
 - (g) 'ABS' Braking System
 - (h) Driver & Passenger Air Bag Systems
 - (i) Bull Bar (to be approved by the Director Rural Infrastructure & Support Services)
 - (j) Driving Lights (to be approved by the Director Rural Infrastructure & Support Services)
- (2) Utilities and 4WD's
- (a) Air Conditioning
 - (b) Seat Covers
 - (c) Floor Mats
 - (d) Headlight Protectors (Glass headlight lenses only)
 - (e) Mudflaps
 - (f) Cruise Control (where available)
 - (g) 'ABS' Braking System (where available)
 - (h) Driver & Passenger Air Bag Systems (where available)
 - (i) Bull Bar (to be approved by the Director Rural Infrastructure & Support Services)
 - (j) Driving Lights (to be approved by the Director Rural Infrastructure & Support Services)
 - (k) Tow Bar

Selected optional extras may be fitted to vehicles leased under Type A and B (Refer to 2.12 Vehicle Leaseback), initially at the employee's own expense where such item is not standard specification, and subject always to approval from the Director Rural Infrastructure & Support Services.

Employee funded options may (where practical) be transferred or replaced at time of vehicle changeover at Council's expense. Council will not reimburse employees for the purchase of optional extras. All equipment transfers are to be completed by persons approved by the Support Services Officer.

Roof Racks may not be fitted or used on Council vehicles unless approved by the Support Services Officer. Approved type racks will be fitted to type A and type B leased vehicles at full cost to the employee. Any damage caused to a vehicle by use of non-approved roof racks will be payable by the employee at the full cost of the repair.

Where an employee ceases for any reason to participate in the Leaseback Scheme, no cash allowance will be made for employee funded options under any circumstances.

Employee funded options may be paid via payroll deductions over a period agreed by the General Manager.

WSC Procedure – AFM – Motor Vehicle

Property damage to third parties caused by employee owned boats, trailers, and caravans etc, whilst being towed by Council vehicles, will be covered by Council's Motor Vehicle Insurance. However, damage to the trailer, caravan or boat itself is not covered. An employee involved in an accident whilst towing an unregistered trailer or caravan etc. may be liable for any unrecoverable costs associated with the accident.

2.8. Vehicle Usage

The following rules shall apply to the vehicle usage:

- i) The employee assigned to a Council vehicle shall be responsible for ensuring proper and adequate care, usage and maintenance of the vehicle as explained when the vehicle has been issued, including garaging/off street parking where practicable, regular cleaning both internal/external and ensuring regular checks (as per the manufacturers handbook) of running items including:
 - (1) Fuel Level
 - (2) Engine oil level
 - (3) Engine coolant level
 - (4) Transmission oil level (Automatic only)
 - (5) Brake fluid level
 - (6) Tyres including spare tyre
 - (7) Lights
 - (8) Windscreen washers/wipers
 - (9) General roadworthiness of vehicle

All vehicles are to be maintained as per Section 2.5 Vehicle Maintenance, and at all times in accordance with the manufacturer's handbook. All vehicles are to be polished at least once every year, all cleaning and regular checks of the vehicle vehicles subject to Type A, B, and C Leases shall take place on the employee's time.

Cleanliness and general care of vehicles will be monitored by the Support Services Officer at regular intervals and any breach shall be brought to the attention of the Director Rural Infrastructure & Support Services. Any further action will be at the discretion of the relevant Departmental Director. Animals (i.e. pet dogs/cats) are not to be allowed to come into direct contact with the vehicles passenger compartment and must be transported in accordance with RTA guidelines.

Type A, B and C lease vehicle use shall be limited to the employee and their Spouse or Defacto Spouse. Immediate family members or other licensed drivers may drive the vehicle only if specifically approved by the General Manager.

Type D, D1, E, and F vehicle usage allows employees to pick up and drop off members of their work gang, if the Supervisor for the employee has given their prior approval.

Type D, D1, E and F vehicle usage shall be limited to the participating

WSC Procedure – AFM – Motor Vehicle

employee only.

No person other than those specified above shall be permitted to drive the vehicle, except in an emergency. The full insurance excess is payable by unauthorised persons involved in an accident.

Any warning lights (eg flashing or rotating lights whether operational or not) if practical, shall be removed before the participating employee's spouse or other authorized driver operates the vehicle.

Vehicles are to be brought onto the job every working day except for lease Type A and B participants when on leave, and shall be available for official use as required by any employee of Council when not required for official use by the participating employee. Use of Council vehicles is restricted to Private Use and Council Use only. Under no circumstances shall Council vehicles be used for other purposes eg. for personal commercial gain.

All employees who are required to drive Council vehicles must hold a current drivers license issued by, or approved by, the New South Wales (NSW) Roads and Traffic Authority (RTA) (outside of employee probationary period). Staff who require a license to carry out their work and who have their license cancelled either fully or partially, shall immediately notify their supervisor. Failure to notify will be considered a serious misdemeanour, which may result in suspension or termination of employment. Upon notification of license cancellation or suspension, the employee's employment status will be reviewed and any rights to the use of a Council vehicle shall be terminated.

Smoking is not permitted in or on any Council vehicles or equipment.

The vehicle may not compete in any car rally or competition, or be used for commercial purposes or otherwise contrary to the terms of Council's motor vehicle insurance policy.

The employee or other authorized driver must not willfully or recklessly misuse or mistreat the motor vehicle.

The employee must not do anything that might result in any insurance on or relating to the vehicle becoming void or which might increase the premium on any policy. If any insurance excess charge or other charge increases are incurred as a result of the use to which the vehicle is put by the employee, the employee may be required to pay the additional amount.

An employee convicted of drink driving in association with an accident will be liable for all costs associated with the repair of such vehicle/vehicles.

All employees involved in motor vehicles accidents shall complete an 'Insurance claim form' (regardless of extent of the damage), all accident's and incident's are also to be recorded using an 'Accident / Incident Report Form'.

All accidents shall be investigated by the Support Services Officer to assist with accident prevention strategies.

Vehicles leased under Type A and B leases are not required to display Council's insignia. All other commercial vehicles are to display Council's insignia.

WSC Procedure – AFM – Motor Vehicle

Private use of Council vehicles shall be limited to passenger, station wagon, light commercial and four wheel drive vehicles. No leases of any type will be offered for plant or other vehicles.

Type A, B and C private use will be restricted to periods of leave (i.e. maternity, sick, annual, long service, workers compensation etc) that are less than 9 weeks duration. Employees who have extended leave applications approved by the General Manager will have leaseback payments suspended when the leased vehicle is not available for private use. In cases of exceptional personal hardship the General Manager may approve an extension in excess of nine weeks, and this will be reassessed on a week by week basis. If an employee is absent from work on unpaid leave for one week or longer, the vehicle must be left in the car pool for the period of absence.

Any traffic infringement (including parking fines), or other costs arising as a consequence of traffic offences, will be the responsibility of the normal driver of the vehicle by default when the vehicle has not been allocated to another Council employee via the car pool. Any legal action resulting from a traffic offence will result in a review of the employee's entitlement to private or commuter use of a Council vehicle and may result in suspension or withdrawal of the entitlement. All costs associated with any such legal action will be the responsibility of the employee.

2.9. Fuel

All Council vehicles shall be fuelled using a fuel card system, regardless of whether or not the fuel is used privately or for Council purposes. Each vehicle will be issued with a fuel card specific to that particular vehicle, and upon vehicle replacement a new fuel card shall be issued and the old card cancelled and destroyed. Each employee will be required to give an accurate odometer reading when refuelling.

Any person found abusing the fuel card system will be subject to disciplinary procedures and may be removed from any vehicle scheme privileges by the General Manager.

2.10. Pool Vehicles

Vehicles can be booked for short term use, from the vehicle pool, subject to vehicle availability. Where a pool vehicle is unavailable or unsuitable, all other vehicles should be considered for use as potential pool vehicles for short term (intra day) use.

2.11. Roadside Service

NRMA membership or equivalent roadside service will be provided for all vehicles under Type A and B leases.

2.12. Vehicle Leaseback

Staff shall be admitted to the scheme by invitation only and subject to the General Manager's approval.

Short term Type A, B and C Leases (eg. Annual leave periods) will not be offered.

The changing of a category of a lease Type A, B or C by an employee is at the General Managers discretion and may only be changed once in every twelve

WSC Procedure – AFM – Motor Vehicle

months.

- i) **Full Private Use Lease Type A** – Full unrestricted business and private use (excluding private commercial use) of a Council supplied motor vehicle, 24 hours per day, 7 days per week within Australia, including all fuel and maintenance costs.
- ii) **Restricted Private Use Lease Type B** – Private use of a Council supplied motor vehicle restricted to a limit of 10,000 kilometres per (FBT) year. All fuel purchased outside a 400 kilometre radius of Walgett (As per Figure 2.12.1) for private use shall be reimbursed to the council by the lessee.
- iii) **Commuter Use Lease Type C** – Discontinued.
- iv) **Take Home Use Agreement Type D** – The employee is given use of a motor vehicle, which is provided for the position that the employee holds, for the purpose of travelling from the employee's home to Council's work place, and vice versa. The motor vehicle shall not be used for any other purpose, and shall be available at all times for Council use (including weekends and RDO's). Private usage of such vehicles is strictly prohibited for any purposes other than approved journeys to and from home/work or during approved meal breaks within a 20 kilometre radius of the applicable Walgett Shire Council works depot. Only Council employees or persons authorised by the General Manager shall travel in the vehicle and employees must be dressed in Council issued work uniform whilst travelling in the vehicle.
- v) **Take Home Use Agreement Type D1** – The employee is given use of a motor vehicle, which is provided for the position that the employee holds, for the purpose of travelling from the employee's home to Council's work place, and vice versa. The motor vehicle will not be used for any other purpose, and shall be available at all times for Council use (including weekends and RDO's). Private usage of such vehicles is strictly prohibited for any purposes other than approved journeys to and from home/work or during approved meal breaks. Only Council employees or persons authorised by the General Manager shall travel in the vehicle. A Type D1 lease shall incur a charge as set out in the Contribution Rates (Annexure A).
- vi) **On Call Take Home Use Agreement Type E** – The employee is given use of a Council supplied motor vehicle for the purpose of travelling from the employees home to Council's work place, and visa versa, whilst on call. The motor vehicle will not be used for any other purpose, and shall be available at all times for Council use (including weekends and RDO's). Private usage of such vehicles is strictly prohibited for any purposes other than approved journeys to and from home/work or during approved meal breaks. Only Council employees or persons authorised by the General Manager shall travel in the vehicle and employees must be dressed in Council issued work uniform whilst travelling in the vehicle.
- vii) **Short Term Take Home Use Agreement Type F** – A vehicle will be assigned on a short term basis not exceeding two (2) weeks, to an employee who is required to have take home use of a motor vehicle, at the specific request of his or her overseer eg short term traffic control, On Call Duty Officers etc.

Lease types C, D, E and F private use terms may be amended for periods not

WSC Procedure – AFM – Motor Vehicle

exceeding seven (7) days by written authorisation of the General Manager.

Termination of Agreements - Council shall retain the right to terminate such agreement by giving the employee written notice as specified in this policy. The grounds for termination shall be as deemed reasonable by Council at the time, eg economics, unsatisfactory employee service, corporate restructure, abuse of car scheme privileges etc. Employees may terminate the agreement upon fourteen (14) days notice in writing. Employees are not obliged to enter into a lease agreement.



Figure 2.12.1

2.13. Contribution Rates

Refer to Contribution Rates (*Annexure A*)

The relevant fees will be collected fortnightly via payroll deduction in accordance with Council's pay periods. Fees will be reviewed annually at the commencement of each financial year.

2.14. Termination of Employment

- i) Employees who resign or are being dismissed from Council are required to obtain a Vehicle Clearance from the Support Services Officer.
- ii) Any outstanding charges arising from the use of a Council vehicle by the employee at the date of termination shall remain payable by the employee.
- iii) Any use entitlements of the employee shall end at the date of termination of employment.

WSC Procedure – AFM – Motor Vehicle

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Annexure “A”

Contribution Rates

The General Managers vehicle lease back is included in the employment contract and is not included in the following table.

The following rates per week shall apply for each vehicle category and level of use:

	VEHICLE DESCRIPTION	TYPE A	TYPE B	TYPE C	TYPE D1
		Pre Tax	Post Tax	Pre Tax	Post Tax
Class 1	Mid range specification 6-cylinder 4x2 sedan or wagon; or 4 cylinder turbo diesel dual range transmission 4x4 wagon	\$95	N/A	N/A	N/A
Class 2	Base model specification 6 cylinder 4x2 sedan or wagon; or Class 3 vehicle with unloaded mass > 1,600kg	\$75	N/A	N/A	N/A
Class 3	Base model specification 4 cylinder sedan, hatchback or wagon: 4x2 or 4x4 single range transmission sedan or wagon with unloaded mass < 1,601kg	\$60	N/A	N/A	N/A
Class 4	Commercial or other operationally specific vehicle with GVM < 3,500kg	N/A	\$30	N/A	\$30

Notes:

N/A: Not Available.

Type D, E and F vehicle usage does not incur a fee.

WSC Procedures – AFM – Motor Vehicle

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WSC Procedures – AFM – Motor Vehicle

Annexure "B"

Vehicle Issue & Return Form

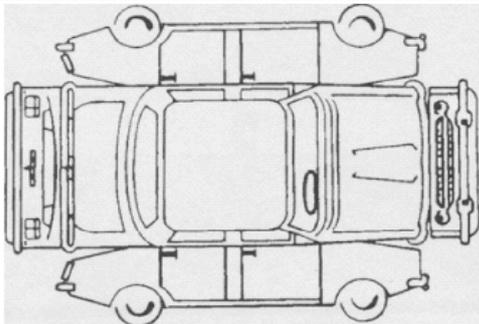
Department: _____

Additional Vehicle No Yes (go to Section Two)

Section One

Item to be replaced: _____ Plant No: _____

Existing damage: No Yes (please show on _____)

	<p>Description</p>
--	--

Section Two

Vehicle type: Sedan Wagon Utility
 2wd 4wd

Engine type: Petrol Diesel Turbo (diesel only)

Transmission: Manual Automatic

Configuration (utilities): Canopy Tonneau Table Top Tipper

Communications: VHF UHF Mobile Phone

Call sign: _____ Number: _____

Standard Options	Passenger	Commercial
<input type="checkbox"/> Towbar	<input type="checkbox"/> Cruise Control	<input type="checkbox"/> Ute Liner
<input type="checkbox"/> Floor Mats	<input type="checkbox"/> First aid kit	<input type="checkbox"/> First Aid Kit
<input type="checkbox"/> Headlight Covers	<input type="checkbox"/> Insect Screen	<input type="checkbox"/> Insect Screen
<input type="checkbox"/> Bonnet Protector	<input type="checkbox"/> Beacon	<input type="checkbox"/> Beacon
<input type="checkbox"/> Seat Covers		
<input type="checkbox"/> Fire extinguisher		

Other: (please list) _____

Attach to

memo for approval by the General Manager

Signed: On delivery: _____ Date _____

On return: _____ Date _____

WSC Procedures – AFM – Motor Vehicle

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WSC Procedures – AFM – Motor Vehicle

Annexure “C”



WALGETT SHIRE COUNCIL VEHICLE LEASE AGREEMENT

EMPLOYEE NAME	
EMPLOYEE NUMBER	
POSITION	

I agree to abide by the terms and conditions for use of a Council provided motor vehicle, as set out in the Walgett Shire Council Motor Vehicle Policy as amended from time to time.

The lease type offered and accepted by me is _____ and I agree to the lease contribution rate (Annexure “A”) applicable being deducted from my salary on a fortnightly basis.

I accept that the vehicle issued to me at this time is:-

PLANT NUMBER	
VEHICLE MAKE	
VEHICLE MODEL	
BODY TYPE	

and is in as new condition or as stated on Annexure “B”.
 This agreement is amendable by the Vehicle Issue and Return Form (Annexure “B”).
 The nominated address for overnight garaging of the motor vehicle supplied is:

--

Signed by Employee: _____

Signed by Department Director: _____

Signed by General Manager: _____

Date: _____

To be placed on the employee’s personal file and a copy provided to Support Services Officer

Councillor Murray and Councillor Keir

Question:

Has a contract been signed with Cobar FDC and if so how long?

Response:

The Director Corporate and Community Services, advised that the arrangement that existed was a funding agreement with the NSW Family Day Care office that manages In Home Care funding on behalf of the Federal Government. As soon as we notified that we were no longer undertaking the contract but Cobar were interested they negotiated a transfer of the funding agreement to Cobar FDC which they were able to do without any hitches as Cobar already had the infrastructure in place. The NSW Family Day Care Service NSW State office determines who gets funding not Council.

Question:

Why didn't Coolibah Kids get the contract – what are the reasons?

Response:

The Director Corporate and Community Services advises that in a letter date 7 January 2009 Coolibah kids were notified that they didn't get the service based on Council's priority of ensuring seamless transition of services for existing participants. In addition to the provision of services, Cobar did not require Council as well as In Home Care NSW funds to finance the service and Coolibah kids had indicated they would require funds from Council to undertake service provision.

Councillor Colless

Question:

Does Council have an Re-course as to the damage sustained to the Shade covers at the Wlajett swimming pool against the original manufacturer, or inspectors whom allowed them to be installed, contrary to our building guidelines?

Response

The General Manager advises that the responsible Director will investigate and provide a minute to Councillors on the subject.

Question:

Can Council re visit the out sourcing of In Home Care and Day Care arrangement to Cobar, when there was always a local interest – Coolibah Kids

Response:

The General Manager advises no, see response by Director Corporate and Community Services to question from Councillors Keir and Murray.

Question:

Could Council possibly look into the realignment of the Castlereagh River Bridge on the Carinda Walgett Road, that is presently being over hauled.

Response:

The Director Rural Infrastructure and Support Services advises that if Council is to consider realignment of the above bridge, it will require a new Review of Environmental Factors (REF), which will delay the project beyond the funding deadline of 30 June 2009 and Council will have to forfeit \$450,000 in funding which cannot be reallocated to other projects.

Councillor Greenaway

Question:

Can Councillors be informed of the number of consultants that are employed, their job and the cost to Council

Response:

Response from the General Manager:

Consultants currently engaged are listed below along with fees charged this financial year:

- R. Wesley – Museum Advisor (\$7000)
- I. Sinclair – Growth Strategy and LEP (\$9,000)
- B. Frew – Human Resources (\$33,000)
- Mercer Group – Development of new salary system (\$52,000)
- N. Bateson – Rating (\$15,000)
- D. Ingle – IT Systems Analyst (\$29,000)
- R. Christison – Heritage (\$2,500)
- R. Sefton – Strategic Planning (\$8,000)
- GHD Engineers – Bridge Design and Project Management (\$60,000)

Question:

In the last twelve months has Emma Darcy had any financial assistance with motor vehicle expenses

Response:

Response from General Manager:

This financial year Council has pair dor car hire on four occasions fro Mrs Darcy to travel from Tamworth to Walgett

Question:

Could Councillors be updated of all staff changes at each Council meeting

Response:

Response from General Manager:

A staff chart will be provided to Council each month with a covering minute which identifies changes.

Question:

Why was the small gift that was given to a staff member in appreciation for helpful assistance, confiscated and what happened to that gift.

Response:

Response from General Manager:

Council's Code of Conduct (Section 8 - Personal Benefit) provides a comprehensive and specific policy in respect of the receipt of gifts by councillors and staff. All gifts received other than defined 'token gifts' must be reported to the General Manager and a declaration filled out. The declarations are held in a gifts register. The General Manager determines what happens to gifts and invariably, with the exception of perishable products, the gifts are held in Council's strong room prior to being distributed to charitable and non profit organisations. A distribution will be made shortly.

Question:

Were any of the applicants for the Manager Community Development and Tourism position known to any person on the selection panel?

Response:

Response from General Manager:

Yes, two Walgett Shire residents were applicants and both were known to all members of the panel

13. Reports of Delegates and Representatives

3. *MINUTES OF ORDINARY MEETING OF CASTLEREAGH MACQUARIE COUNTY COUNCIL*

REPORTING SECTION: General Manager
AUTHOR: Ray Kent - General Manager
FILE NUMBER: 135/02/01/03

Summary:

Minutes of External Bodies are generally placed before Council for noting, and discussion where appropriate.

Discussion (including issues and background):

The Minutes of the Ordinary Meeting of the County Council held 17th December 2008 are attached.

Relevant Reference Documents:

Nil

Stakeholders:

Council and ratepayers

Financial Implications:

Nil

Recommendation:

That the Minutes of the Ordinary meeting of the Castlereagh Macquarie County Council, held 17th December 2008, be noted

Attachments: Minutes of the County Council meeting held 17 December 2008

Minutes of the County Council meeting held 17 December 2008

CASTLEREAGH MACQUARIE COUNTY COUNCIL



MINUTES

Of the ordinary Meeting of Council
held in Council Chambers, Coonabarabran
on Wednesday, 17 December 2008

3 Buckley Drive
(PO Box 227)
COONAMBLE NSW 2829

Telephone: (02) 6822 2377
Fax: (02) 6822 1013
cas6081@bigpond.net.au

CASTLEREAGH MACQUARIE COUNTY COUNCIL
Minutes of Extraordinary Meeting of Council
At Council Chambers, Coonabarabran
On 17 December 2008, At 10.00 am

PRESENT: Councillors Michael Webb, Don Schieb, John Collison, Ian Woodcock, Peter Shinton, Murray Coe, John Wright and Noel Kinsey (Chairman).

Staff Members: Ian Kelly

APOLOGIES: Robert Greenaway and Richard Azar.

CONFIRMATION OF MINUTES

Resolved on a motion of Councillors D Schieb and M Webb that the Minutes of the Extraordinary Meeting held in Gilgandra on Wednesday, 29 October 2008 be confirmed.

Carried

BUSINESS ARISING FROM THE PREVIOUS MINUTES

Nil

GENERAL MANAGERS REPORT

Item1: Bank Reconciliation as at 30th November 2008

Resolved on a motion of Councillors I Woodcock and M Webb that the Bank Reconciliation as at 30th November 2008 be received and adopted.

Carried

Item 2: Motion for C-Division Conference

Resolved on a motion of Councillors J Wright and M Webb that the motion to be presented at the next C-Division Conference be received and adopted.

Carried

CHIEF WEEDS OFFICER'S REPORT

Noxious Plant Report - Warrumbungle

Resolved on a motion of Councillors P Shinton and M Coe that the Warrumbungle Noxious Plant Report be received and noted.

Carried

CASTLEREAGH MACQUARIE COUNTY COUNCIL
Minutes of Extraordinary Meeting of Council
At Council Chambers, Coonabarabran
On 17 December 2008, At 10.00 am

Noxious Plant Report - Coonamble

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

Carried

Noxious Plant Report - Gilgandra

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

Carried.

Noxious Plant Report – Walgett

Resolved on a motion of Councillors P Shinton and M Coe that the Walgett Noxious Plant Report be received and noted.

Carried

Noxious Plant Report – Warren

Resolved on a motion of Councillors P Shinton and M Coe that the Warren Noxious Plant Report be received and noted.

Carried

CONFIDENTIAL

Resolved on a motion of Councillors J Wright and P Shinton that Council proceed into the Committee of the Whole, the time being 10.25 am, to consider the following matter:

Carried

Item 1 : Property Inspections and Private Works

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

Carried

Resolved on a motion of Councillors D Schieb and M Coe that Reports on Property Inspections and Private Works be received and noted.

Carried

CASTLEREAGH MACQUARIE COUNTY COUNCIL
Minutes of Extraordinary Meeting of Council
At Council Chambers, Coonabarabran
On 17 December 2008, At 10.00 am

RESUMPTION OF ORDINARY MEETING

Resolved on a motion of Councillors I Woodcock and J Wright that Council resume the Ordinary Meeting of Council at 10.35 am.

Carried

ADOPTION OF RECOMMENDATION OF CONFIDENTIAL COMMITTEE OF THE WHOLE

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

GENERAL BUSINESS

Councillor J Collison thanked the General Manager and staff for their commitment throughout 2008. Councillor Collison also commented that the County was recognised as the best county council in NSW and asked the new Councillors to think of any new ideas that could make our Council even better.

Councillor Collison also asked if the General Manager could look at purchasing a noxious weeds reference book for the Councillors.

Hudson Pear Lightning Ridge: The General Manager has received a concern from Mr Barry Holden, Tin Can Bay, Queensland. Mr Holden stated Mr Rodney Prout with the County, had sprayed Pear plants that are not declared noxious, at his unoccupied mining camp and is seeking compensation.

There has been at least 36 landholders treating Hudson Pear over 60,000 ha and it has been explained to Mr Holden it could have been any one of these landholders.

NEXT MEETING

The next meeting is scheduled for Wednesday, 18 February 2009, at Warren.

THERE BEING NO FURTHER BUSINESS
THE MEETING CONCLUDED AT 11.30 PM

**4. MINUTES OF CASTLEREAGH LOCAL AREA COMMAND
COMMUNITY SAFETY PRECINCT COMMITTEE MEETING**

REPORTING SECTION: General Manager
AUTHOR: Ray Kent - General Manager
FILE NUMBER: 135/02/01/03

Summary:

The Minutes of meetings of External Bodies are generally placed before Council for noting and, where appropriate, discussion.

Discussion (including issues and background):

The Minutes of the Precinct Committee meeting held 27th November 2008 are attached. Note that the next meeting of the Committee will be held in the Council Chambers commencing 10.00 am 11th march 2009.

Relevant Reference Documents:

Nil

Stakeholders:

Council and community

Financial Implications:

Nil

Recommendation:

That the Minutes of the Community Safety Precinct Committee meeting held 27th November 2008 be noted.

Attachments: Minutes of the Precinct Committee meeting held 27 November 2008.

Minutes of the Precinct Committee meeting held 27 November 2008.

**MINUTES OF THE CASTLEREAGH LOCAL AREA COMMAND
COMMUNITY SAFETY PRECINCT COMMITTEE MEETING**

The following are minutes of the Castlereagh Local Area Command Community Safety Precinct Committee Meeting held on Thursday, 27 November 2008, in the Walgett Police Station Meeting Room, commencing at 10.10 am.

1. PRESENT

Inspector Chris Taylor (Chairperson)	Castlereagh Local Area Command
Senior Constable Tim Preston	Castlereagh Local Area Command
Sergeant Jane Stratton	Castlereagh Local Area Command
Natalie Dunstan (Minute Secretary)	Castlereagh Local Area Command
Ray Kent	General Manager, Walgett Shire Council
Ian Woodcock	Mayor, Walgett Shire Council
Dick Colless	Deputy Mayor, Walgett Shire Council
Manuel Martinez	Councillor, Walgett Shire Council
Wayne Newman	Namoi House Incorporated
Jacinda Scutt	The Gate Video Store, Walgett
Joe Barry	Landmark, Walgett
Amy Holcombe	Kelly's Property Sales, Walgett
Len Butler	Aged Accommodation, Walgett
Narelle Andrews	PS and NI Andrew's Meat Service, Walgett
Phillip Andrews	PS and NI Andrew's Meat Service, Walgett
Vaughan Bryers	Walgett Legal Chambers
Lisa Wallace	National Australia Bank, Walgett
Erich Riesinger	Walgett Community College High School
Jack Baker	Walgett and District Ratepayer Association
Thelma Thorne	Dharriwaa Elders Group
Wendy Spencer	Dharriwaa Elders Group
Virginia Robinson	Dharriwaa Elders Group and Department Premier / Cabinet

2. APOLOGIES

Superintendent Mark Gallagher	Castlereagh Local Area Command
Chief Inspector Bob Noble	Castlereagh Local Area Command
Glynis Lugnan	Walgett Community College Primary School
Joe Mylan	Proprietor Ampol Service Station, Walgett
John Nolan	Proprietor Nolan's on the Barwon, Walgett
Kylie Kennedy	Walgett Family Violence Prevention Legal Service
Wendy Fernando	Walgett Family Violence Prevention Legal Service
Narelle Winters	Walgett Family Violence Prevention Legal Service

3. WELCOME AND INTRODUCTION

Inspector Taylor welcomed all to the meeting and provided an overview on the structure and purpose of the Community Safety Precinct Meetings.

3. MINUTES OF PREVIOUS MEETING HELD 11 SEPTEMBER 2008

Minutes of the Community Safety Precinct Meeting held on 11 September 2008 were distributed those attendees at the meeting.

RESOLUTION:

It was resolved, Moved Jacinda Scutt, Seconded Inspector Taylor that the Minutes of the Community Safety Precinct Committee Meeting held on 11 September 2008 be confirmed.

Carried.

4 BUSINESS ARISING FROM MEETING HELD 11 SEPTEMBER 2008

4.1 Lightning Ridge Interagency Meetings

It was agreed at the previous meeting that Lightning Ridge Police where possible would attend the Lightning Ridge Interagency Meetings held monthly to introduce themselves to enable members to meet local Police.

Inspector Taylor informed the meeting that Superintendent Gallagher had attended the first meeting and that arrangements were in place for Lightning Ridge Police to attend monthly meetings when possible.

4.2 Schools within the Castlereagh Local Area Command

At the previous meeting it was agreed that Superintendent Gallagher make enquiries regarding the School Liaison Officers and where the Officer for this Command was located.

Inspector Taylor informed the meeting that there is only one School Liaison Officer allocated to the Western Region and they were based in Cobar.

It was noted that discussions are being held with the Liaison Officer and PCYC to address matters that require attention.

4.3 Community Safety Plans

It was agreed at the previous meeting that information be sought to ascertain the requirements of the Community Safety Plans and that all Community Safety Plans should be forwarded to Acting Inspector Silversides for attention.

Further information is to be supplied by Acting Inspector Silversides.

Discussions were held regarding the matters that had previously been identified through the initial Community Safety Plan.

Walgett Shire Council's General Manager, Mr Ray Kent advised that he believed that the funds that were previously available were no longer, however consideration of strategies identified could be presented to Council for consideration with any available funding that might be available through Walgett Shire Council.

4.4 Children Riding Bikes – No Helmets

At the previous meeting it was agreed that Chief Inspector Noble makes enquiries regarding any programs that might be operating and that would address children riding bikes with no helmets.

Inspector Taylor advised that consideration was being given to address the above concern.

The meeting discussed this matter and agreed that consideration needed to be given to addressing children riding bikes without helmets and that there needed to be a level of consistency enforced by Police across the Command.

5 POLICE VISIBILITY AND DEPLOYMENT

Inspector Taylor discussed Policing across the Command and provided the following information:-

COONAMBLE

Authorised Strength 8

Inspector Taylor advised that the vacant positions for Coonamble had been filled and would now allow Coonamble to operate at full strength.

5 POLICE VISIBILITY AND DEPLOYMENT - continued

LIGHTNING RIDGE

Authorised Strength 9

Inspector Taylor informed the meeting that the vacant position of Sergeant at Lightning Ridge had recently been advertised.

WALGETT

Authorised Strength 30

Positions Vacant 5 General Duties Positions
Target Action Group
1 Detectives Position (currently being addressed)

It was noted that there is currently no accommodation available therefore positions are not being advertised, however it is anticipated that five new homes will be completed by March / April 2009.

COLLARENEBRI

Authorised Strength 3

GULARGAMBONE

Authorised Strength 2

It was noted that the Sergeant at Gulargambone had commenced duties.

BURREN JUNCTION

Authorised Strength 1

GOODDOGA

Authorised Strength 2

CARINDA

Authorised Strength 1

- Inspector Taylor informed the meeting that Walgett Police Station was now operating as a 24 hour Station.
- The meeting discussed concerns that there were delays with Police responding when calls are being logged. Inspector Taylor did advise the meeting that as part of the recent Customer Service Launch, an approximate time for Police to attend to enquiries will be passed on to the caller.
- Some concerns were raised in regards to the passing of footballs across the streets in the CBD areas. Community members believed that attention needed to be given to addressing this matter as at times it was very dangerous.
- Inspector Taylor reiterated that it was anticipated that strategies would be developed from the Community Safety Precinct Meetings and that would hopefully address some of the concerns raised.
- Inspector Taylor informed the meeting that community interaction was being encouraged across the Command by the Senior Management Team.

6. PRESENTATION OF CRIME STATISTICS

Inspector Taylor provided a presentation on the crime overview across the Castlereagh Local Area Command for the months of August, September, October 2008.

Discussions were held regarding the Crime Overview for the following matters:-

- Assaults
- Break and Enter
- Child / Young Person at Risk
- Malicious Damage
- Stealing
- Stolen Motor Vehicles
- Drug Detection
- Move-On
- Traffic Offences
- Overall Crime Trend – Reactive
- Overall Crime Trend – Proactive
- Person Search
- Traffic
- Reactive Crime
- Proactive Crime
- Legal Action Rates

(A copy of the presentation is attached for your reference)

COMMENTS FOLLOWING THE CRIME PRESENTATION

The following points were raised following the Crime Presentation and a request made for attention to be given to addressing these matters:-

- Alcohol being consumed in the streets where it clearly states that it is an Alcohol Free Zone
- Youth on the Streets – needing to be moved on
- More Patrols in the CBD areas across the Command were required

Discussions were held regarding how people could assist in addressing matters of concern and to generally assist in making the townships more welcoming.

Senior Constable Tim Preston provided an overview on the strategies identified following the Safe by Design Security Evaluation conducted in June 2007 which included things such as:-

- Lightning
- Closed Circuit Television
- Gradual Removal of Bars and Utilising Natural Surveillance

The importance of the above strategies was noted and it was agreed that there needed to be a start with implementing the strategies already identified.

Representatives in attendance enquired how they could assist with supporting the strategies identified and it was agreed that letters of support for the strategies identified needed to be written to assist with securing funding that might be available.

It was agreed that a short term plan needed to be implemented to allow some of the strategies already identified to be addressed.

COMMENTS FOLLOWING THE CRIME PRESENTATION - continued

Mrs Andrews of PS and NI Andrews Meat Service, Walgett offered her assistance by way of being a contact person for letters of support to be signed by community members which could assist in securing funding to support the strategies already identified across the Command.

ACTION:

That Senior Constable Tim Preston liaises with Mrs Andrews of PS and NI Andrews Meat Service regarding support letters from Community Members.

Inspector Taylor did reiterate that Customer Service will be improved across the Local Area Command.

7. OPEN FORUM FOR COMMUNITY MEMBERS

7.1 FORM FOR COMPLETION BY COMMUNITY MEMBERS

Inspector Taylor sought ideas / suggestions from attendees and distributed a handout for completion and return to Inspector Taylor for further consideration.

The handout included questions such as:-

- Existing Programs / Initiatives Known to Operate to Address Priority Crime Type
- Review and Comment on Existing Programs in Relation to Target Audience and Possible Programs and Activities
- Identify Possible Strategies and Lead Agencies
- Identify Potential Programs / Services

Please refer to a copy attached to the Minutes

7.2 STATISTICS

Walgett Shire Council's General Manager, Mr Ray Kent suggested that when considering crime statistics that consideration be given to include statistics provided by the Bureau of Statistics as a comparison.

7.3 PUBLICITY

A suggestion was made that the view on publicity for Bourke is very positive, however the view on publicity for the Castlereagh Local Area Command could be improved.

Inspector Taylor responded by advising that he will address this matter and hopefully encourages a stronger focus on media liaison / coverage.

7.4 IMPROVEMENT WITH POLICE PRESENCE

Mr Wayne Newman commented that he had seen an improvement within the CBD area of the township of Walgett and attributed this to the increased Police presence over the past six weeks. Mr Newman encouraged this work to continue and that a greater Police Presence within the community is supported.

7.5 DISTURBANCES IN LIGHTNING RIDGE

Concerns were raised regarding street racing / general hooligan behaviour in Lightning Ridge and sought stronger pressure to be placed on these people causing the disturbances in Lightning Ridge.

Drinking of Alcohol on the Streets was also of concern to the residents at Lightning Ridge.

Inspector Taylor noted the concerns raised and advised that he would convey the information to Lightning Ridge Police.

8. SUMMARY OF MATTERS DISCUSSED AND ACTION SOUGHT

In summary the following matters were discussed and assistance sought:-

1. That Superintendent Gallagher arrange to meet with Walgett Shire Council's General Manager, Mr Ray Kent to discuss strategies identified within the Safety Audit and ways in which the strategies might be able to be implemented / actioned etc.
2. That the Police provide a stronger focus and ensure consistency with addressing Children riding bikes without helmets and playing football across the streets where there is traffic / CBD areas etc.
3. That a stronger focus be placed on higher visibility of Police on the Streets across the Castlereagh Local Area Command.
4. That attention be given to improving follow up procedures and ensuring victim follow up, general information is conveyed and that there is open – clear communication occurring at all times.

There being no further business the meeting closed at 12.20 pm

**Next Meeting will be held on Wednesday, 11 March 2009,
commencing at 10.00 am in the Walgett Shire Council Chambers**

COPY OF HANDOUT PROVIDED AT MEETING:-

Priority Crime Type – Locally Identified Crime Type (.....)

<i>Other existing programs/initiatives known to operate to address Priority Crime Type</i>		
<i>#</i>	<i>Program</i>	<i>Provided By</i>

<i>Review and comment on existing programs in relation to target audience and possible programs and activities</i>
<p>Program reviewed – (Name & Agency) General Comments on target audience and effectiveness</p>

<i>Identify possible Strategies and Lead Agencies</i>	
<i>Intended Outcome</i>	<i>Suggested Strategy, Lead Agency, Partner Agency & Timeframes</i>

<i>Identify potential programs/services</i>
Identified program/services:
Program Type (Education, Intervention, & Compliance)
Target Group Age/ gender
Program Description
Govt/NGO Agencies
Resources Linkages to other Agency/ NGO/Council programs
Is this initiative realistic?
Is there merit in pursuing this initiative?

Castlereagh Local Area Command



PRECINCT MEETING

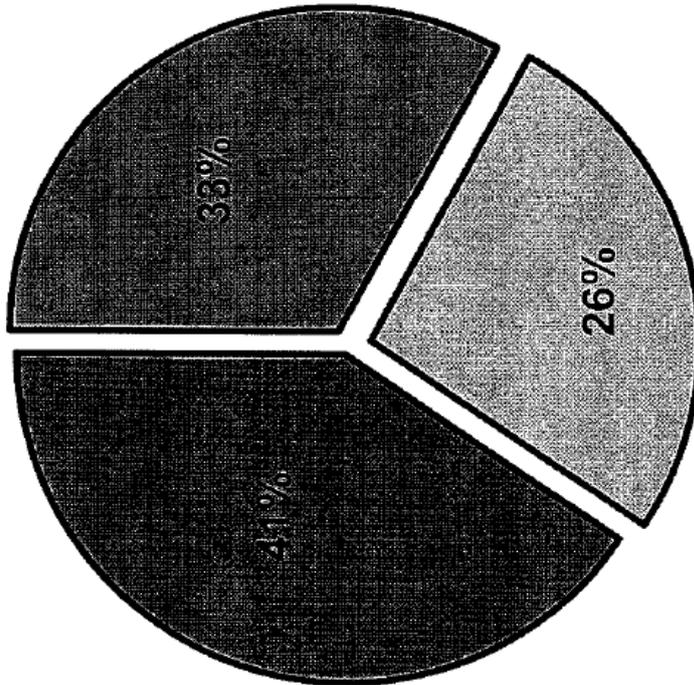
27th November 2008

Walgett Police Station

Quarter 3 Crime Overview

Reactive Crime - Aug, Sep & Oct 2008
458 Incidents

- COONAMBLE
- LIGHTNING RIDGE
- WALGETT

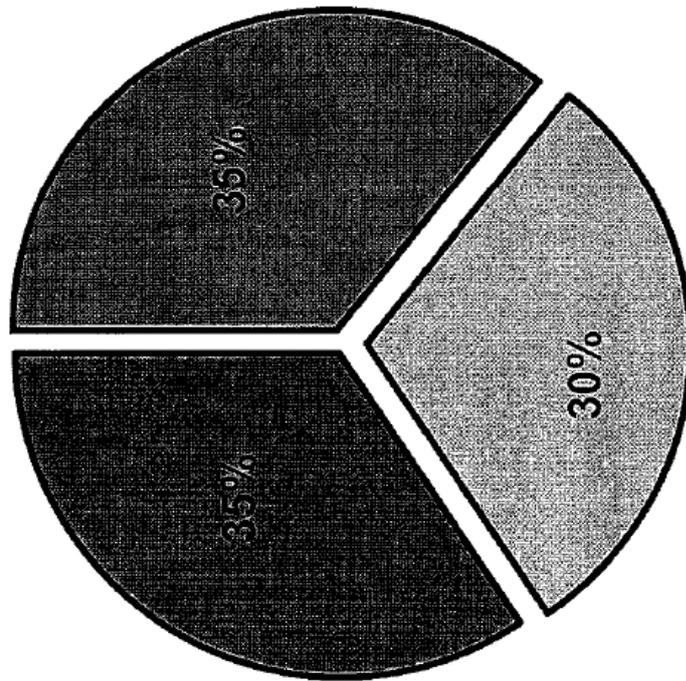


- Assaults
- Break & Enter
- Stealing
- Stolen Vehicles
- Malicious Damage
- Robbery

Quarter 3 Crime Overview

Proactive Crime - Aug, Sep & Oct 2008
565 Incidents

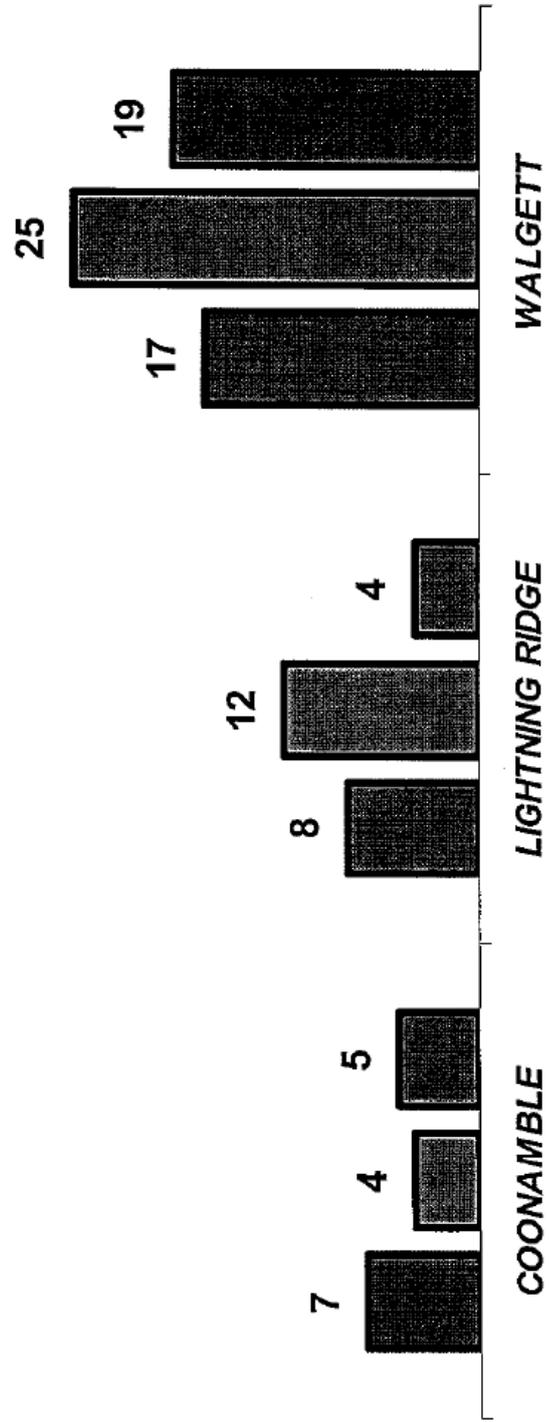
- COONAMBLE
- LIGHTNING RIDGE
- WALGETT



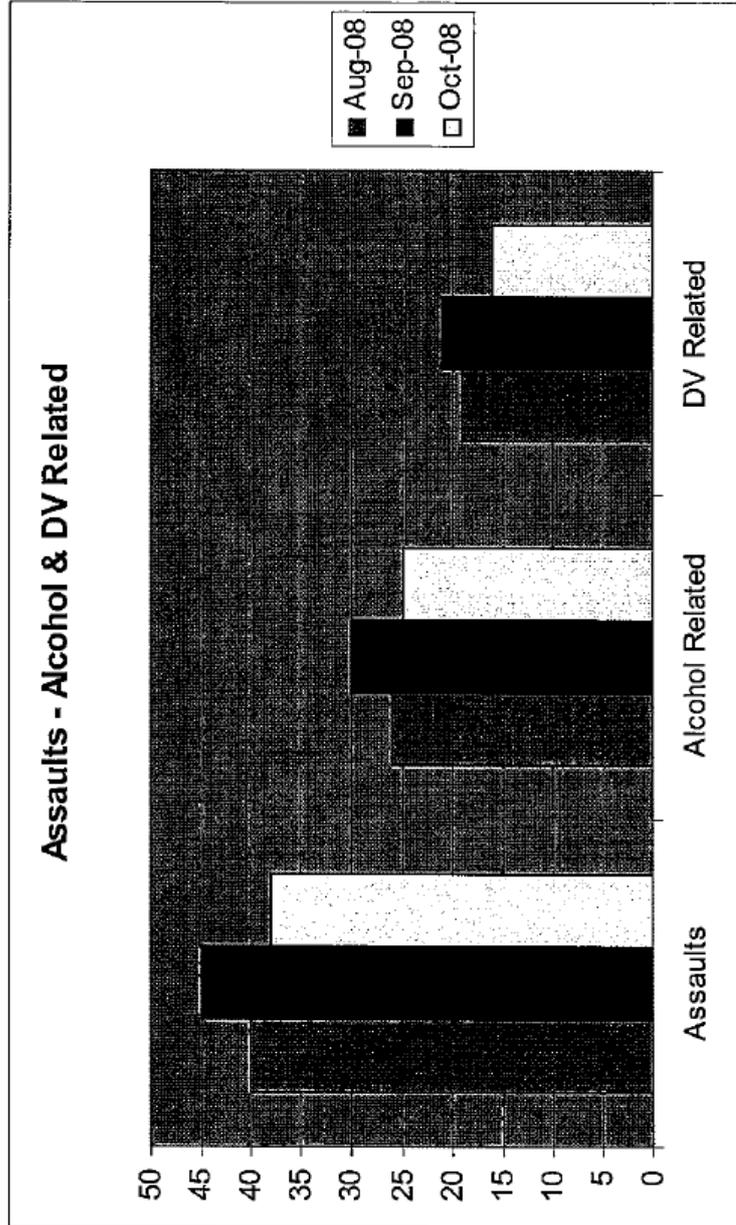
- Drug Detection
- Move-On
- Person Search
- Traffic

Assault

Assaults ■ Aug-08 ■ Sep-08 ■ Oct-08



Assault – Alcohol & Domestic Violence

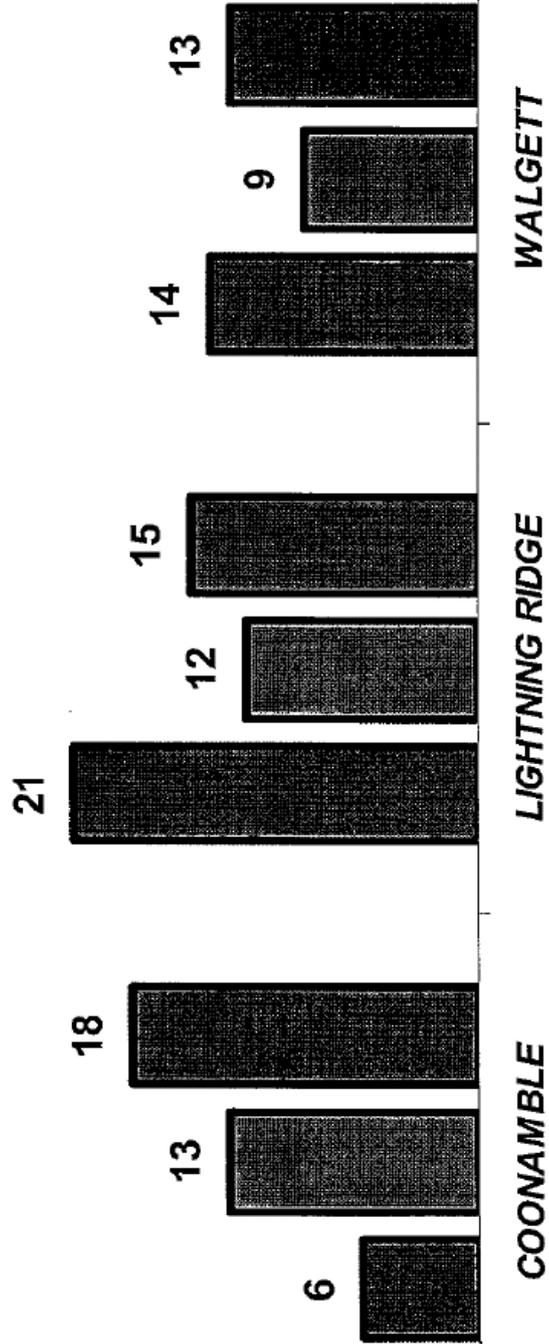


65.9% of Assaults are Alcohol Related

45.5% of Assaults are DV Related

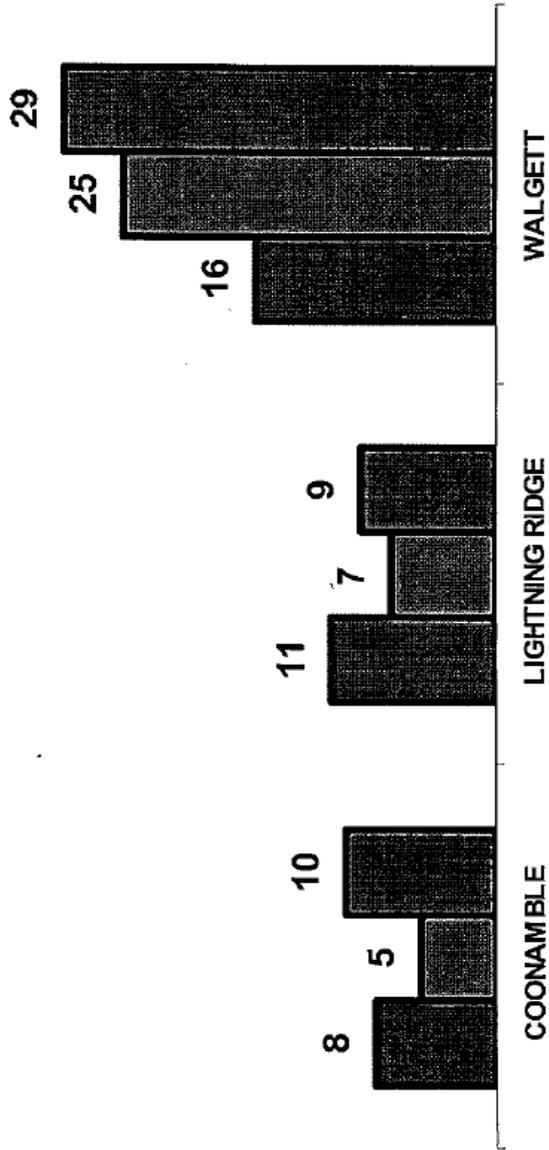
Break & Enter

Break & Enter ■ Aug-08 ■ Sep-08 ■ Oct-08

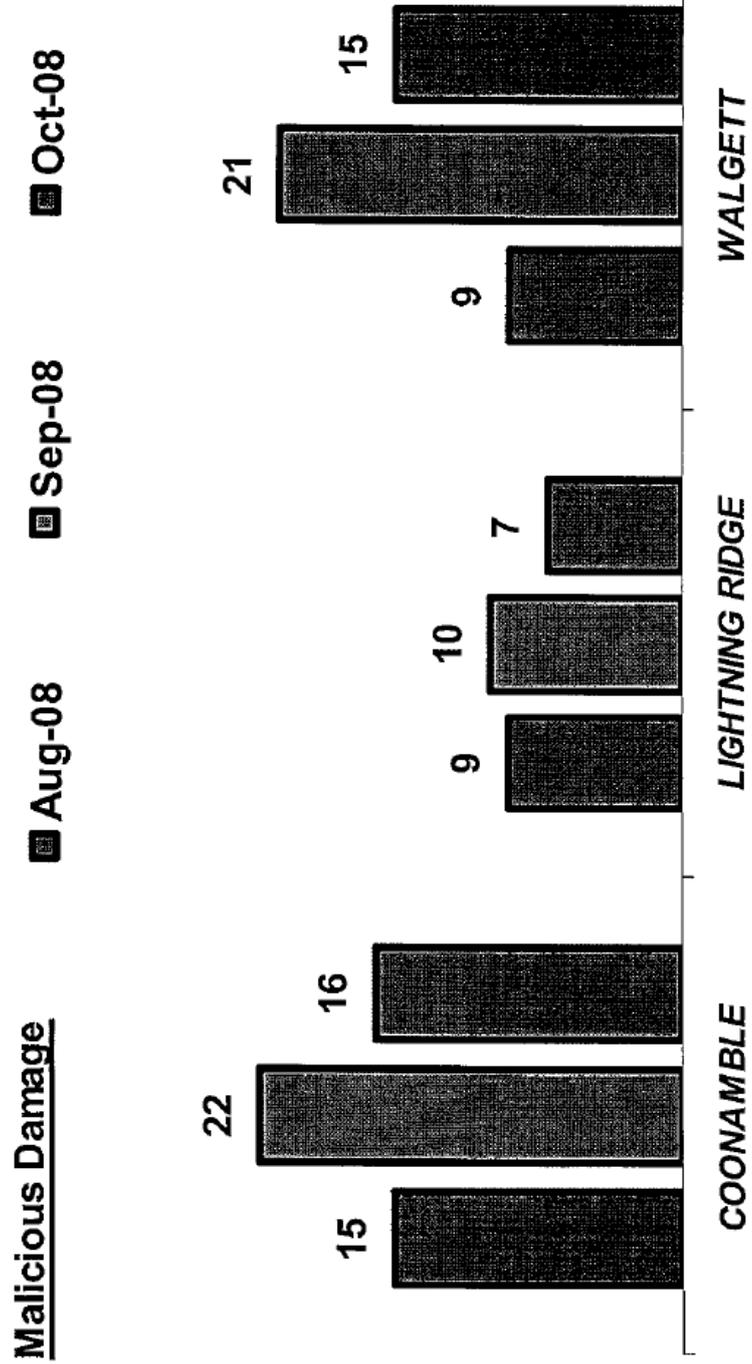


Child/Young Person At Risk

Child/Young Person at Risk ■ Aug-08 ■ Sep-08 ■ Oct-08



Malicious Damage



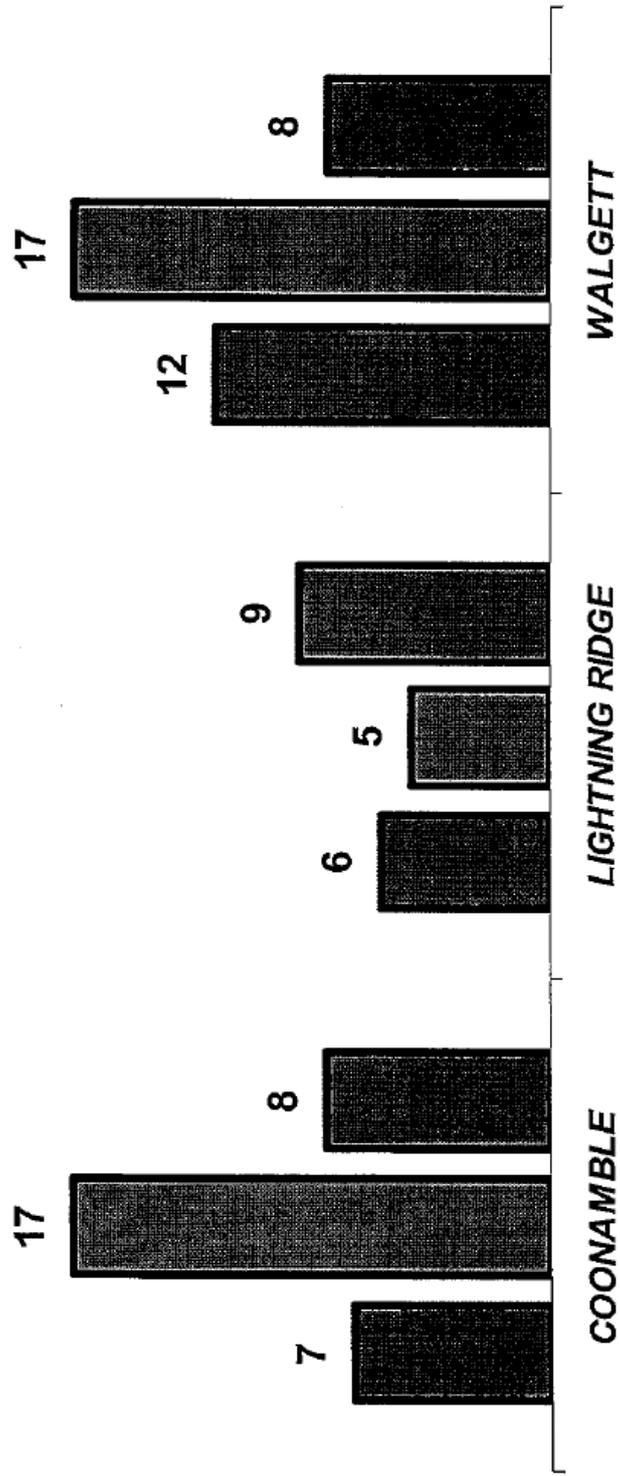
Stealing

Stealing

■ Aug-08

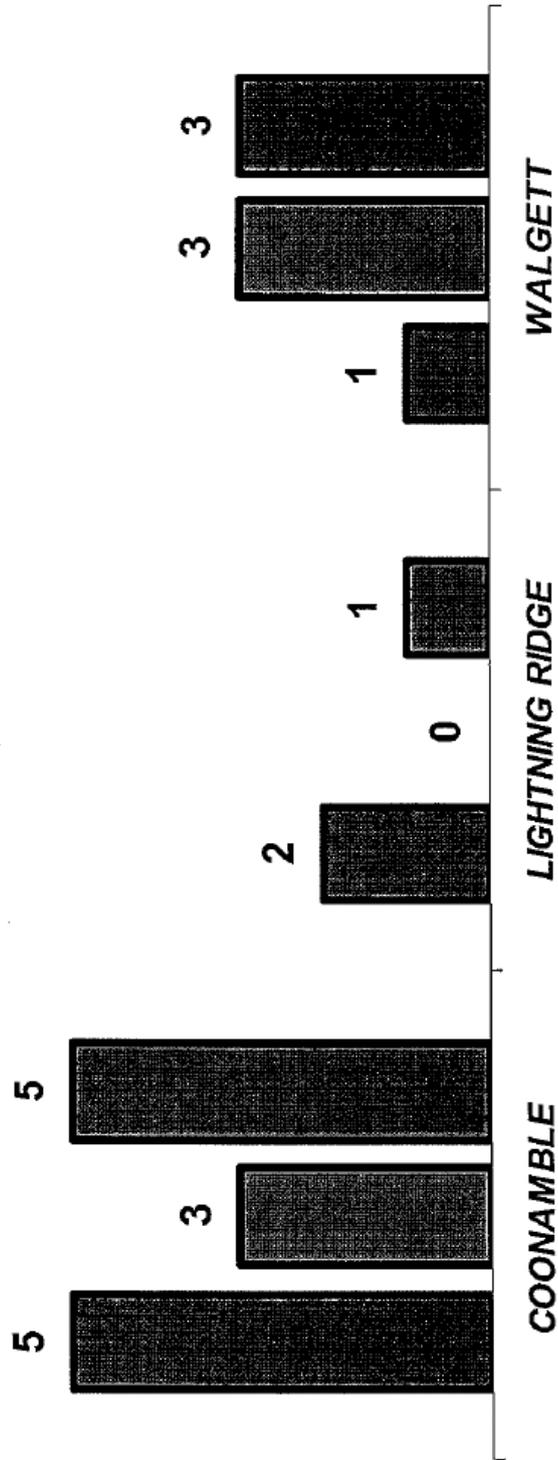
■ Sep-08

■ Oct-08



Stolen Motor Vehicle

Stolen Motor Vehicles ■ Aug-08 ■ Sep-08 ■ Oct-08



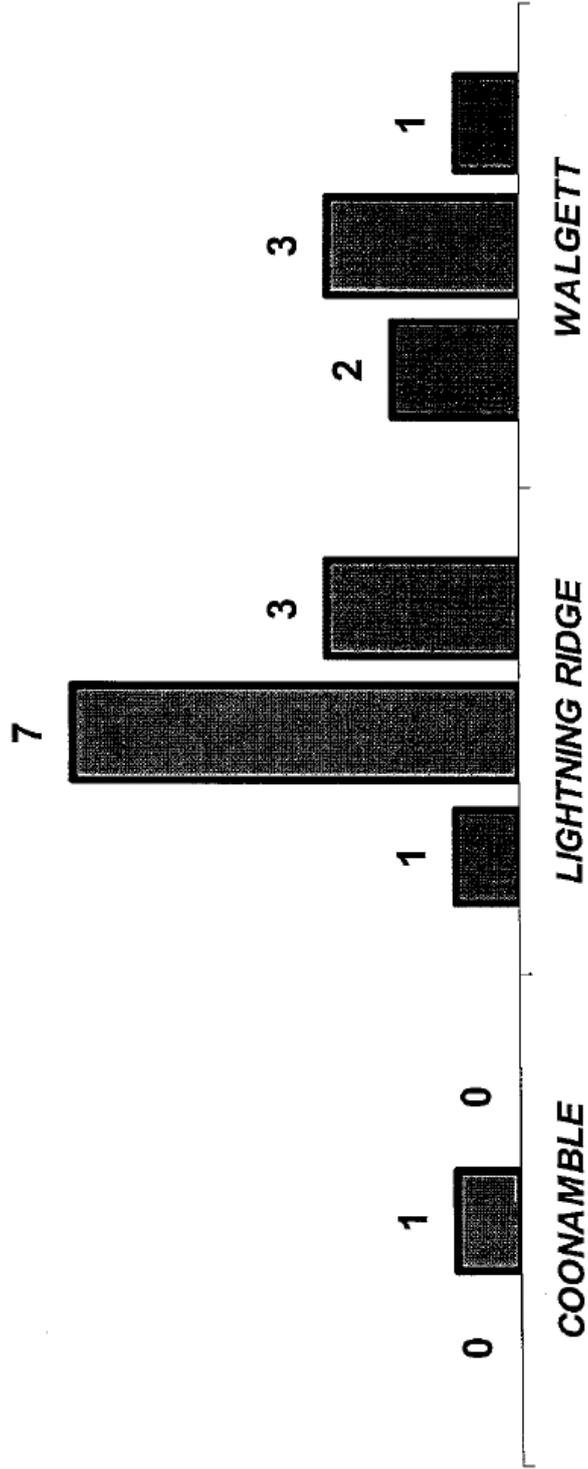
Drug Detection

Oct-08

Sep-08

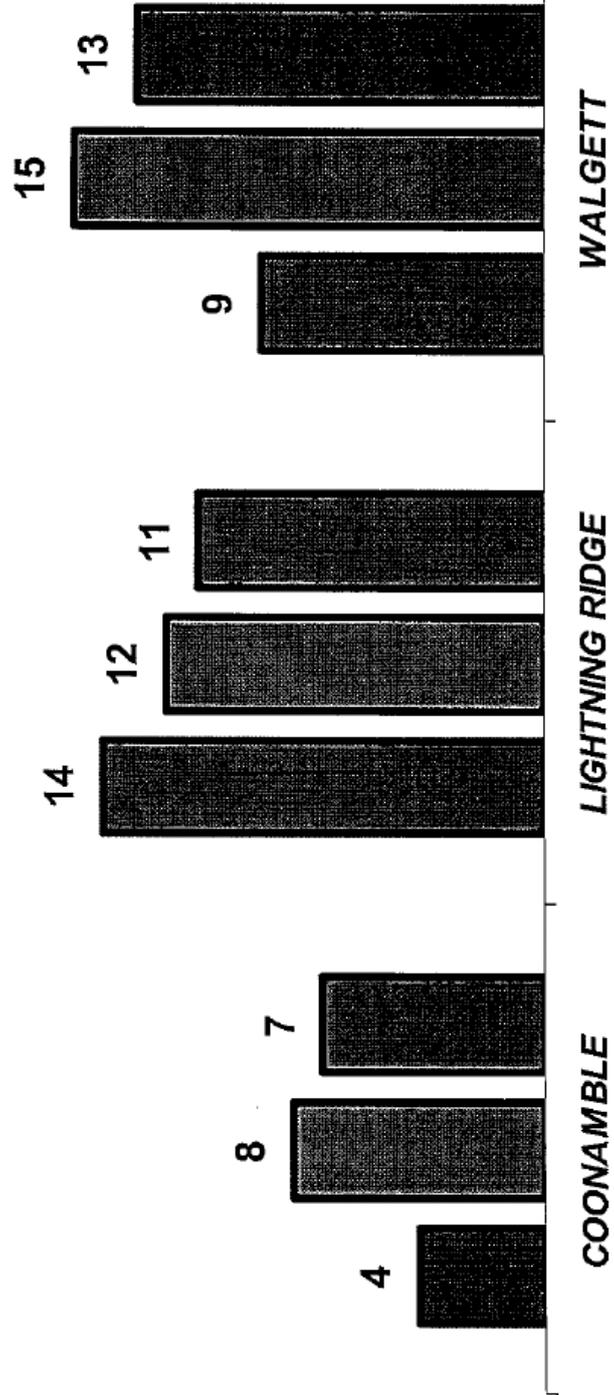
Aug-08

Drug Detection



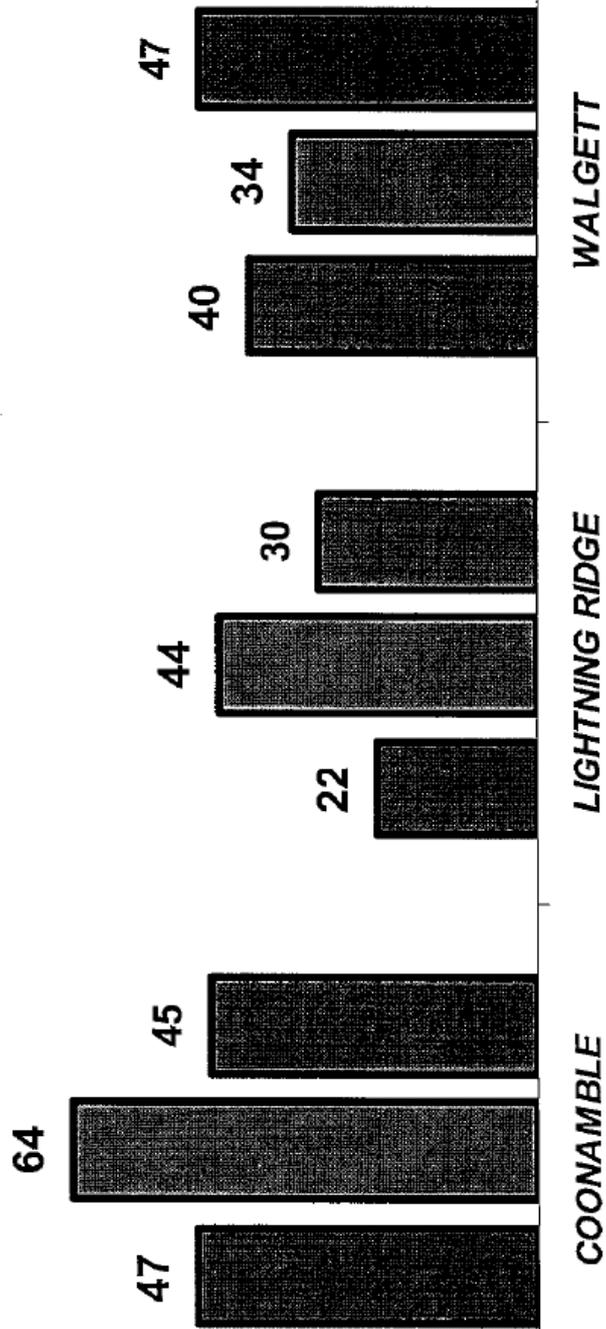
Move On

Move Ons ■ Aug-08 ■ Sep-08 ■ Oct-08



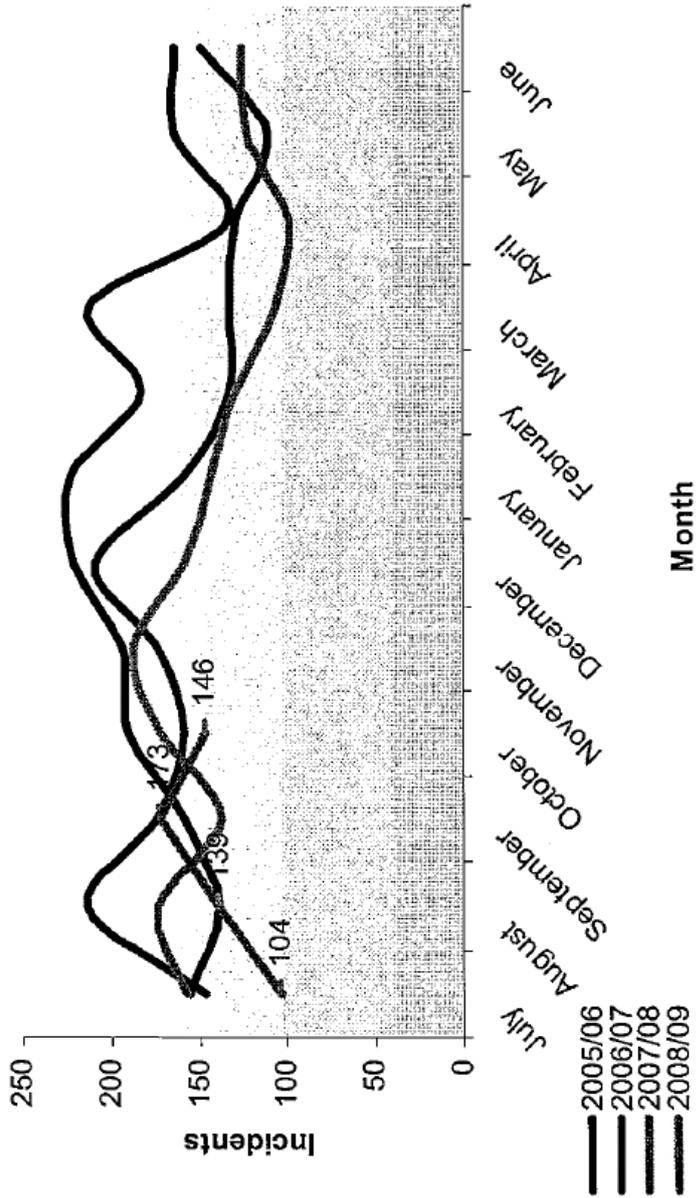
Traffic Offences

Traffic Offences ■ Aug-08 ■ Sep-08 ■ Oct-08



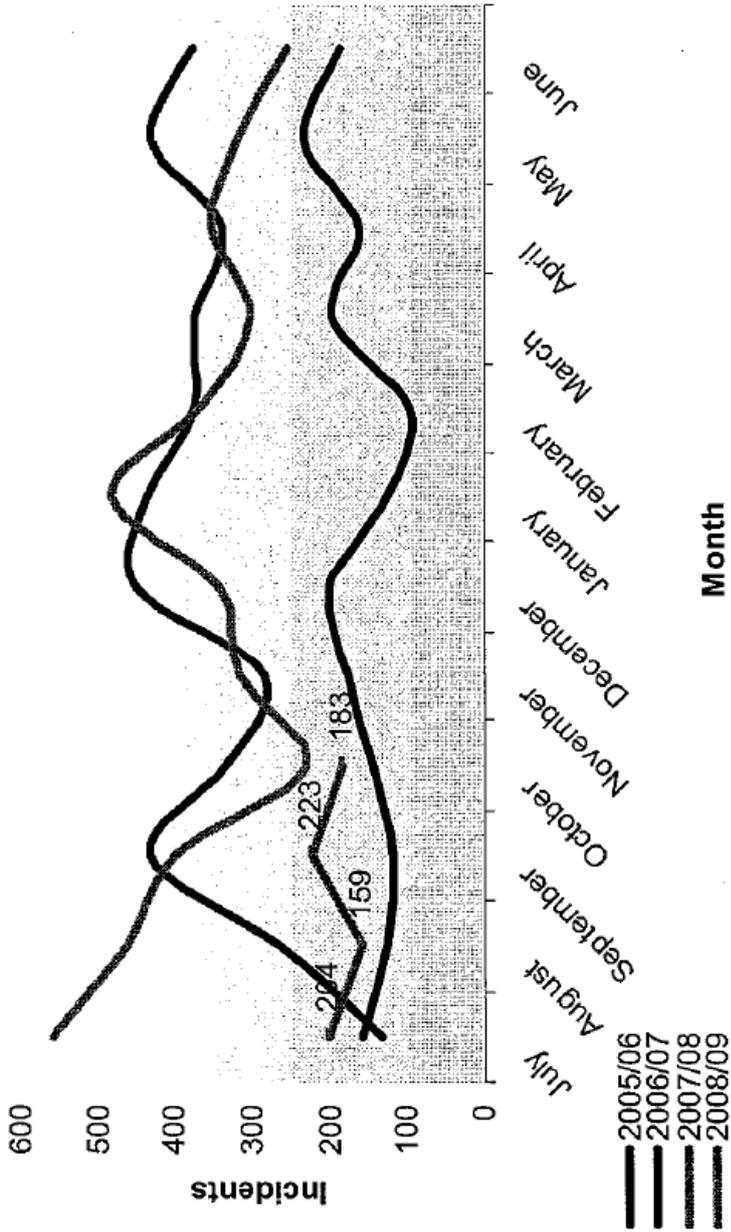
Overall Crime Trend - Reactive

Castlereagh OCR Category Reactive Crime Trend
2005/2006/2007/2008/2009



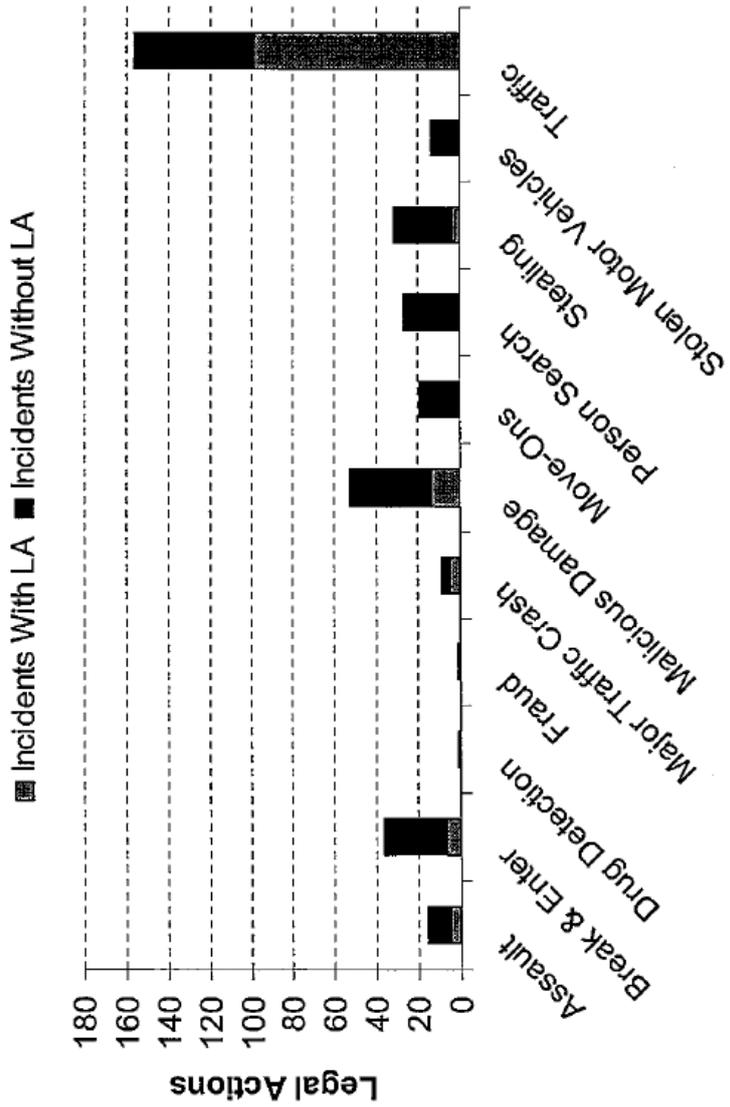
Overall Crime Trend – Proactive

Castlereagh OCR Category Proactive Crime Trend
2005/2006/2007/2008/2009



Legal Action Rates

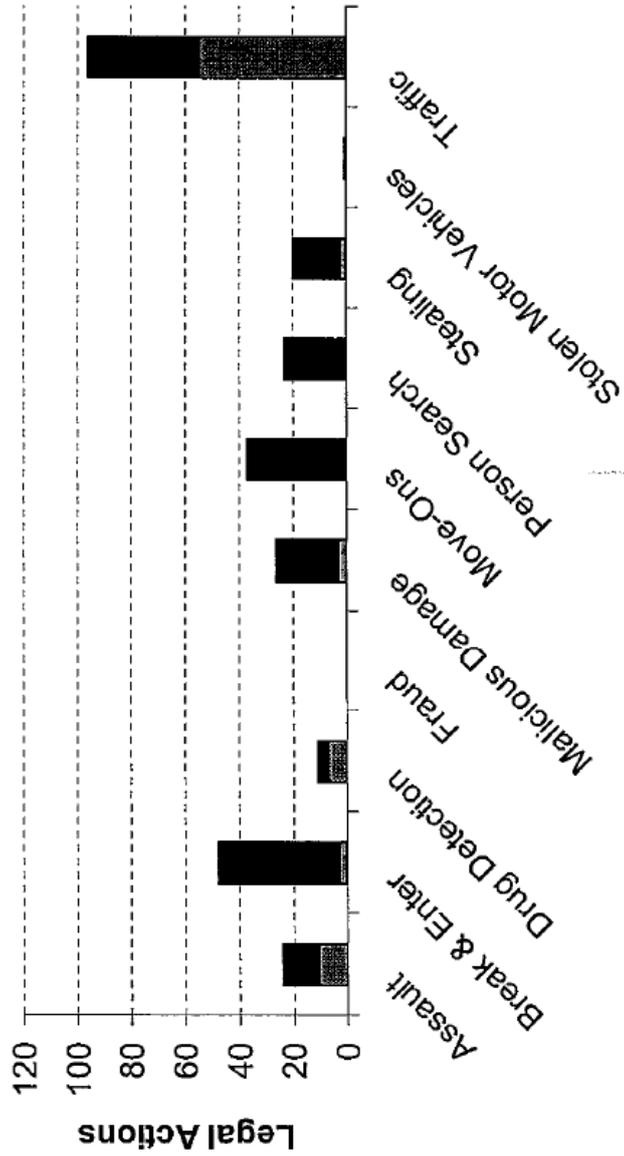
Legal Actions - Coonamble
August 2008 to October 2008



Legal Action Rates

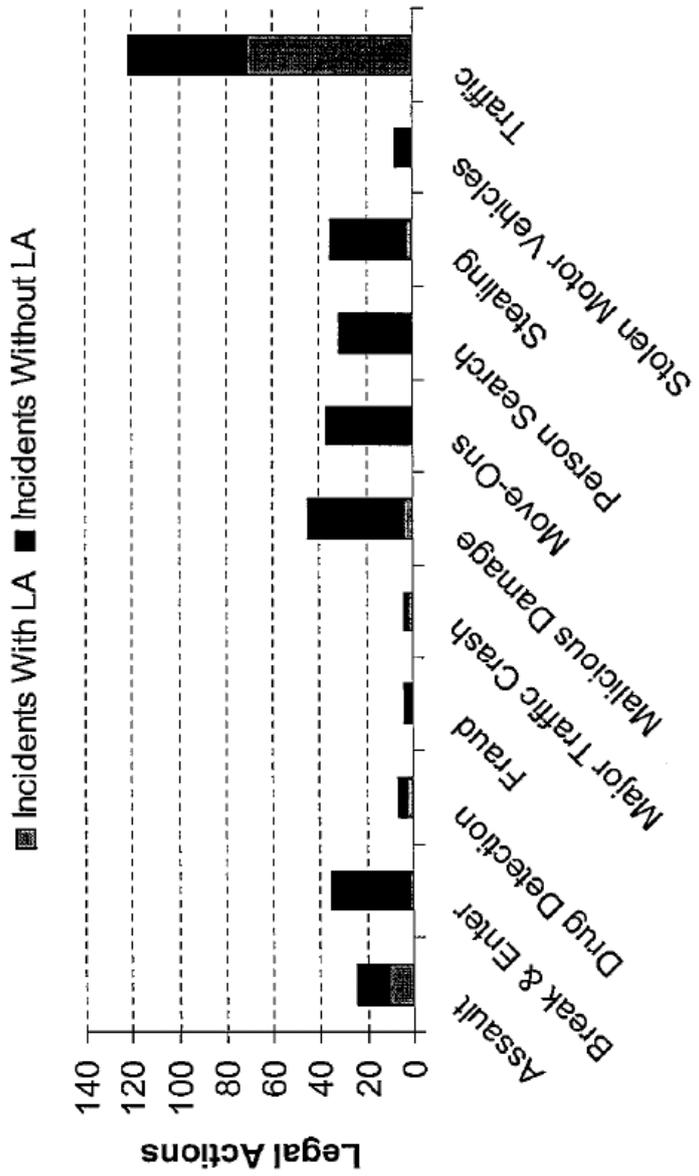
Legal Actions - Lightning Ridge
August 2008 to October 2008

■ Incidents With LA ■ Incidents Without LA



Legal Action Rates

Legal Actions - Walgett
August 2008 to October 2008



Castlereagh Local Area Command



Thank you For Your Time

5. MINUTES OF MEETINGS OF BARWON DARLING ALLIANCE

REPORTING SECTION: General Manager
AUTHOR: Ray Kent - General Manager
FILE NUMBER: 135/02/01/03

Summary:

Minutes of meetings of External Bodies are generally presented to Council for noting and, where appropriate, discussion.

Discussion (including issues and background):

The Barwon Darling Alliance was established to promote economic development and employment within the Region covered by member Councils (Bourke, Brewarrina, Central Darling, Coonamble and Walgett). The partner organisation is the Murdi Paaki Regional Assembly.

Councillors may recall that Council, when appointing representatives to external bodies for 2008/09, resolved to commit to membership of the Alliance only until March 2009. The reason for the qualified commitment was that a key role of the Alliance would cease in March 2009. The role in question was as Manager/Banker of a Government funded "Community Facilitator" program to assist/support aboriginal and related organisations in western NSW. The Program supports two Facilitators in the Walgett area - Ms Anne Dennis is the Facilitator for Walgett and Collarenebri and Ms Di Holz is the Facilitator for Lightning Ridge and Goodooga. The Program has had mixed success and as of March the Facilitators will be replaced by new positions created within the Department of Aboriginal Affairs. It is proposed that three of the new positions will be stationed in Walgett.

Attached are the Minutes of the Annual General Meeting of the Alliance held 8th December 2008 and an Ordinary Meeting held on the same day.

It should be noted that it was resolved at the Annual General Meeting that "no membership fee for 2008/09 Financial Year to apply unless determined to the contrary at a meeting later in the year".

Relevant Reference Documents:

Nil

Stakeholders:

Council and aboriginal members of community.

Financial Implications:

Nil

Recommendation:

That the Minutes of the meetings of the Barwon Darling Alliance be noted.
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Attachments: Minutes of the Annual General Meeting and the Ordinary Meeting of the Alliance held 8th December 2008.

Minutes of the Annual General Meeting and the Ordinary Meeting of the Alliance held 8th December 2008.



Barwon Darling Alliance

Murdi Paaki Regional Assembly & the Shire Councils of
Bourke, Brewarrina, Central Darling, Coonamble and Walgett

MINUTES OF THE BARWON DARLING ALLIANCE ANNUAL GENERAL MEETING Held at 10.00am on Monday, 8th December 2008 by Teleconference

1. Present

- Sam Jefferies - Chair
- Geoff Wise □GM - Bourke Shire Council
- John Griffiths □GM - Coonamble Shire Council
- Ray Kent □GM - Walgett Shire Council
- Tim Hazel □GM - Central Darling Shire Council
- Glenda Tasker □GM - Brewarrina Shire Council
- Cr Wulf Reichler □Brewarrina Shire Council
- Dee Wilkes-Bowes
- Lisa Crothers

2. Apologies

- Cr Ian Woodcock □Mayor □Walgett Shire Council
- Cr Tim Horan □Mayor □Coonamble Shire Council
- Cr Ray Longfellow □Mayor □Central Darling Shire Council
- Cr Andrew Lewis □Mayor □Bourke Shire Council
- Cr Matthew Sack-Smith □Mayor □Brewarrina Shire Council

It was resolved that the apologies be accepted.

3. Annual General Meeting

It was resolved that the Minutes of the Annual General Meeting held on the 8th November 2007 be adopted

Moved John Griffith

Seconded Geoff Wise

Carried

There were no actions arising from the Minutes

All correspondence to be addressed to:
Chief Executive Officer
Barwon Darling Alliance
PO Box 21, Bourke NSW 2840
Phone: 02 68308000, Fax: 02 68723030
Email: bda@bourke.nsw.gov.au

It was resolved that Barwon Darling Alliance continues with GM Henderson & Co from Dubbo as the Auditors for the next financial year.

Moved John Griffith Seconded Geoff Wise Carried

Annual Financial Reports for 2007/ 08 Financial Year

Lisa Crothers provided a general overview of the Financial Report indicating a small profit of \$399.91 for the year. Lisa explained that the auditing report makes special accounting for recording the leave provisions for the MP3 Facilitators. Lisa indicated that if the leave provisions were recorded in a different format the profit for the year could have been in the vicinity of \$12,000.

It was resolved that the Audited Financial Statements for the year ended 30th June 2008 for Barwon Darling Alliance be accepted.

Moved Geoff Wise Seconded Ray Kent Carried

Election of Office Bearers

It was resolved to continue the current Executive until early 2009 at which time the future of Barwon Darling Alliance will need to be re-evaluated.

Moved Geoff Wise Seconded Ray Kent Carried

Membership Fees

It was resolved that no membership fee for 2008/ 2009 Financial Year to apply unless determined to the contrary at a meeting later in the year.

Moved Geoff Wise Seconded Ray Kent Carried

There being no further business the Annual General Meeting finished at 10.20am.

All correspondence to be addressed to:
Chief Executive Officer
Barwon Darling Alliance
PO Box 21, Bourke NSW 2840
Phone: 02 68308000, Fax: 02 68723030
Email: bda@bourke.nsw.gov.au



Barwon Darling Alliance

Murdi Paaki Regional Assembly & the Shire Councils of
Bourke, Brewarrina, Central Darling, Coonamble and Walgett

MINUTES OF THE BARWON DARLING ALLIANCE MEETING Held at 10.20am on Monday, 8th December 2008 by Teleconference

1. Present

- Sam Jefferies - Chair
- Geoff Wise □GM - Bourke Shire Council
- John Griffiths □GM - Coonamble Shire Council
- Ray Kent □GM - Walgett Shire Council
- Tim Hazel □GM - Central Darling Shire Council
- Glenda Tasker □GM - Brewarrina Shire Council
- Cr Wulf Reichler □Brewarrina Shire Council
- Dee Wilkes-Bowes
- Lisa Crothers

2. Apologies

- Cr Ian Woodcock □Mayor □Walgett Shire Council
- Cr Tim Horan □Mayor □Coonamble Shire Council
- Cr Ray Longfellow □Mayor □Central Darling Shire Council
- Cr Andrew Lewis □Mayor □Bourke Shire Council
- Cr Matthew Slack-Smith □Mayor □Brewarrina Shire Council

It was resolved that the apologies be accepted.

3. Minutes of 17th September 2008

It was moved that the minutes of the General Meeting of the 17th September 2008 be amended to include an apology from Sam Jefferies and that the Minutes be adopted with that amendment.

Moved Geoff Wise

Seconded John Griffith

Carried

All correspondence to be addressed to:
Chief Executive Officer
Barwon Darling Alliance
PO Box 21, Bourke NSW 2840
Phone: 02 68308000, Fax: 02 68723030
Email: bda@bourke.nsw.gov.au

4. Business Arising

1. Resolution of Walgett Issue

It was noted that Walgett Council has sorted out all the arrangements regarding the Coordinator Gilbert Nolan and that Walgett Council now has a new Facilitator by the name of Ann Dennis who is working out of an office within the Walgett Shire Council.

2. Financial records as currently held in Bourke

It was noted that the Financial Records for MP3 for long term accounting purposes which are currently held in Bourke Council will continue to be held as required for auditing purposes. It was further agreed to request Lisa Crothers to do a budget update and review based on end of January 2009 expenditure and income figures. This information will be provided to the next General Meeting of BDA to allow planning for future financial management.

[The following text is a corrupted scan of a heading, likely "3. Update on Enterprise Zone Trial"]

It was noted that ideally current Facilitators are to work with each individual local Council with regard to disposal of all the intellectual property held by the Facilitator prior to their departure. If any Council has any doubt or query or needs any help in this regard they are to contact Jayne Humphreys at the Department of Premier and Cabinet for assistance.

3. Update on Enterprise Zone Trial

Dee Wilkes-Bowes walked the Committee through the latest correspondence regarding the Enterprise Zone Trial including the recent draft updated review by Western Research Institute. There was no enthusiasm to undertake an update of the business survey previously conducted throughout the BDA area. Our attention was drawn to the fact that we may be vulnerable in not being able to substantiate the potential business employment opportunities throughout the area. BDA members are encouraged to get examples of businesses which may potentially take up support through the Enterprise Zone Trial such as Walgett 1 Cooperative and Local Governments.

The meeting was informed that Bourke and Walgett have been identified as models of a COAG Remote Area Service Model similar to 15 communities in the Cape area of Australia. These are designed to give better engagement in service delivery. Reference information results from a recent COAG communiqué possibly delivered or reported at a meeting of the 29th November 2008.

The meeting discussed a draft political strategy for 2008/09.

[The following text is a corrupted scan of a heading, likely "It was resolved that BDA endorsed the Draft Political Strategy as prepared by Dee Wilkes-Bowes"]

It was resolved that BDA endorsed the Draft Political Strategy as prepared by Dee Wilkes-Bowes

Moved Geoff Wise

Seconded John Griffiths

Carried

It was resolved that Dee Wilkes-Bowes is to progress the implementation of the Political Strategy in close association with the Chair Sam Jefferies.

Moved Geoff Wise

Seconded John Griffith

Carried

4. The Draft Business Case for Government Investment in the Socio Economic Trial

The Draft Business Case for Government Investment in the Socio Economic Trial was discussed.

It was agreed that members of the BDA will provide feedback to Dee Wilkes-Bowes by the end of the current week □ 12th December 2008 in regard to any comments they want to make concerning the Western Research Institute paper or the Business Case for Government Investment for Socio Economic Trial. BDA members gave overall strong support for the Western Research Institute paper, the Business Case and the Political Strategy. It was agreed that when the final Western Research Institute paper is available in a couple of weeks time that BDA members should feel comfortable in freely using it for other purposes providing due recognition is given to the Institute, the BDA and the Commonwealth and State funding of the program.

5. General Business

1. It was agreed that General Managers would provide Geoff Wise with email address of those Councillors who are on the BDA Committee. It was further agreed that these email addresses would be sent directly to Dee Wilkes-Bowes to allow her to do direct emails to BDA members.
2. The matter was raised that Rebel Black has on a website some description of being a BDA contact person. It was agreed that Glenda Tasker will discuss this matter with the new coordinator who has replaced Rebel with a view that Glenda, Dee or Di will then approach Rebel to get the reference to BDA removed.
3. Geoff Wise gave a brief description of the Draft Alcohol Restrictions proposed to be introduced to Bourke following public consultation over the next 21 days. It was agreed that Geoff would advise BDA member of the time, place and date of any public meetings to be held in Bourke in relation to these alcohol changes.

6. Date of the next Barwon Darling Alliance Meeting

It was agreed that the next Barwon Darling Alliance General Meeting will be held by teleconference on Thursday, 12th February 2009 at 10.00am.

There being no further business the meeting closed at 11.35am

Prepared by G Wise
Executive Officer for BDA

6. MINUTES OF WALGETT COMMUNITY WORKING PARTY

REPORTING SECTION: General Manager
AUTHOR: Ray Kent - General Manager
FILE NUMBER: 135/02/01/03

Summary:

Minutes of meetings of external bodies with which Council is involved are placed before Council for noting and, where appropriate, discussion.

Discussion (including issues and background):

Minutes of the meeting of the Walgett Community Working Party, held 27th January 2009, are attached.

Relevant Reference Documents:

Nil

Stakeholders:

Walgett aboriginal community.

Financial Implications:

Nil

Recommendation:

That the Minutes be noted.

Attachments: Minutes of the Working Party meeting held 27th January 2009.

Walgett Aboriginal Community Working Party Meeting
Record of Minutes held Tuesday 27 January, 2009

Present: Ms Annie Dennis (Community Facilitator), Kathie Shields (Dharriwaa Elders), Elaine Lang (Centrelink), Louise Rowley (Mission Aust), Mr Steve Ruttley (DEEWR), Ms Brianna Dennis (Reconnect MRCS), Jenny Trindall (Walgett Shire Council), Glenda Simpson (TAFE),

Meeting Opened: at 10.10am by Anne Dennis

Minute Silence: in respect to elders past and present

Apologies: George Fernando (Chairperson), Megan Callinan (MPREC), Ms Carole Medcalf (Walgett Shire Council), Ms Lynne Fields (YOTS), Peter Partridge (Walgett Community College), Gail Simpson (DET), Jason Wright (MPREC), Walgett Aboriginal Medical Service (report attached), Mr Richard Simpson (WAMS),

Anne Dennis – Rather than cancel Working Party Meeting moved a day forward because of the ministerial commitments by the chairperson. Apology for any inconvenience. Chairperson nominated from the floor - Jenny Trindall nominated Steve Ruttley – seconded Elaine Lang – Steve accepts. Steve Ruttley Chaired meeting.

Minutes previous meeting read – moved and accepted moved Steve Ruttley – seconded Brianna Dennis

Business Arising

Mr Steve Ruttley at the end of last year there was a meeting held at Euragai Goondi re: Education

- Term 1 transition to the one (1) principal and three (3) deputies model
- All these positions are to be defined and advertised and filled merit selection
- Some parent received letters to say that their child (7+8) will remain at Primary School-response need to talk with Peter Partridge to get clarification.
- Understanding that only year 7 will remain at Primary site all support staff must reapply for their position
- Suspension Centre/Teacher + Aide
- Recreational and Community funding some project identified next meeting 6th February, 2009

Discussion: major shifts in crucial areas - shire, education, police; important changes, new direction - cultural change as well as education. Everyone must embrace change to improve services and outcomes

Moved Steve Ruttley – Seconded Brianna Dennis

Glenda Simpson (TAFE)

- Course Directory tabled
- TAFE recommences 9 February, 2009
- There are a number of scholarships if anyone interested get on email
- Aboriginal Education Training meeting in Dubbo
- Courses for High School students not finalised – need to know numbers, what students want and what teachers available
- Aboriginal Language Program – John Giacon supported by an Aboriginal person. RPL participants will be recognised for prior learning – need numbers to continue

Moved Louise Rowley – Seconded Jenny Trindall

Brianna Dennis (MRCS Reconnect)

- Part-time Youth Worker position vacant to be advertised working with 12 to 18 years
- Working with Women's Refuge/YOTS Make Up Program for young girls
- Young Leaders youth representative Welcome to Country at Walgett Shire Council
Australia Day Celebration – spoke in language excellent representation and role model – encourage others
- Organising other cultural activities to engage youth build self esteem and confidence.
Identifying activities fishing, storytelling, sports and camping trips

Moved Glenda Simpson – seconded Jenny Trindall

Louise Rowley (Mission Australia)

- Go on maternity leave end of February, 2009
- Position travel to Coonamble, Gulargambone, Quambone, Bourke, Collarenebri
- Supporting Parenting Programs for young mums at Walgett Community College – High School (PPP)

Moved Glenda Simpson – seconded Jenny Trindall

General Business

Jenny Trindall introduced herself A/g in Community Liaison Officer's (CLO) Walgett Shire Council. Working on three (3) projects:

- Cultural Awareness Training all staff indoor and outdoor staff at Walgett Shire Council – communities of Walgett, Lightning Ridge and Collarenebri participating.
- Information and Technology Steering Committee to set up at Collarenebri to support and monitor computer program for the community.
- Working with student Walgett Community College – High School promoting various services to the community.

Moved Elaine Lang – seconded Brianna Dennis

Next Meeting Wednesday 25 February, 2009

Meeting Closed 11.30am

**REPORT TO WALGETT COMMUNITY WORKING PARTY MEETING
JANUARY 2009**

Staff Movements

- Planning for a Dermatologist at WAMS in the near future
- Locum Doctors:
 - Dr Christel Smit-Kroner Clinics every Tuesday & Wednesday & Thursday until March to 6 February
 - Dr Vivienne Cebola
 - Dr Peter Hanley
- Addiction Physician for Drugs & Alcohol and other Drugs
Dr Rod McQueen regular clinics
- D&A Counsellor Michael Thompson regular clinics
- Cardiologist, Dr Cranswick 12 and 13 February
- Locum Child and Family Health RN, Linda Hardgrave commenced 12 weeks on 13 January.
- Respiratory, Dr Clarke 5 February
- Podiatrist, Luke Buchtmann the week of 27 January
- Obstetrics/Gynaecologist Dr. Tony Geraghty Quarterly clinics
- Podiatrist, Luke Butchmann regular clinics
- Locum Clinic Nurse, Kristen Miller 2 February to 3 April
- Endorsed Enrolled Nurse Kath Bright 22nd March
- Cardiologist, Richard Cranswick regular clinics
- Respiratory Specialist, Christopher Clarke regular clinics
- Psychologist, Lisa Burns regular clinics
- Psychologist, Judy Scolari – Gibson regular clinics
- Psychologist, Sandy Rawson regular clinics
- Counsellor, Jennifer Perino regular clinics
- Speech Pathologist, Robyn Parker regular clinics
- Dentists
 - Dr Michael Prochazka 5 February to 6 March
- Midwife – Ante/Post natal clinics
- Sexual Health Nurse, Chrissy Little will commence clinics at W.A.M.S every second Thursday on completion of service agreement

'Healthy for Life' regional positions covering Brewarrina, Bourke, Orana Haven & Walgett

- Nutritionist, Bronwyn Powell - please contact WAMS Reception and other individual locations for appointments
- Exercise Physiologist, Sarah Brown -please contact WAMS Reception and other individual locations for appointments.
- Child and Family Health Nurse Locum services offered

Health Promotion

- Staff roster at local Primary School to attend Breakfast Program three days per week.

Training.

- Staff clinical in-services are held every Friday afternoon
- Congratulations to Donna and Ann from Goonimoo on successful completion of Certificate Three in Family and Children's Services
- WAMS was closed for compulsory training for staff to attend on 14 January.
- Melanie Orcher and Kayla Thurston will commence Certificate Three in Dental Assistant
- Suzann Kennedy and Bianca Jacky will commence Business Certificate Four with a medical receptionist component

'Family Centred Primary Health Care'

This is a regional program. Staff will travel in a medical-equipped van focusing on all aspects of Primary Health Care services, targeting regional communities within the Brewarrina, Bourke and Walgett Shires, and other towns as required

Skye Duncan is the Manager of this program. She has commenced consultation with local health providers in the towns to be visited, offering supported specialist personnel for their clients. Margaret Reeves, an RN, and a contract Doctor are planning the stages of operations.

Staff Appointments/Vacancies

- Vacancies for:
 - Dentist
 - Doctor
 - Family Centred Primary Health Care – two Aboriginal Health Workers
 - Public Health Worker
 - Sexual Health Worker
 - Registered Midwife
 - Registered Nurse - six-month position
- Vacancies exist at Brewarrina Aboriginal Health Service Limited. Please contact Mrs Hellen Mannix at BAHSL on 68-392150

Meetings

- WAMS OH&S Committee meets quarterly.
- WAMS Quality and Management Committee meets quarterly.
- WAMS Acute Care programs, Chronic Diseases Clinic and Program staff meet monthly
- Staff regularly attend local meetings for the Health Advisory Council, Service Providers, the Interagency group and other community discussions.
- Staff participate in the regular meetings of the SEWB Steering Committee for the agencies of Brewarrina, Bourke, Orana Haven and Walgett.
- Meetings of the 'Healthy for Life' Steering Committee continue which incorporates AMS's from Walgett, Bourke, Brewarrina and Orana Haven
- Staff conduct regular meetings with members of both the Primary and Secondary Public school to plan and conduct health programs within the schools

General

- WAMS advertise services on 'Message on Hold', and the WAMS web page.

7. MINUTES OF COLLARENEBRI COMMUNITY WORKING PARTY

REPORTING SECTION: General Manager
AUTHOR: Ray Kent - General Manager
FILE NUMBER: 135/02/01/03

Summary:

Minutes of meetings of external bodies with which Council is involved are presented to Council for noting and, where appropriate, discussion.

Discussion (including issues and background):

The Minutes of meetings held 14th and 21st January 2009 are attached.

Relevant Reference Documents:

Nil

Stakeholders:

Collarenebri aboriginal community.

Financial Implications:

Nil

Recommendation:

That the Minutes be noted.

Attachments: Minutes of meetings held 14th and 21st January 2009.

Murdi Paaki Partnership Project
Community Facilitator
Walgett and Collarenebri
PO Box 31
Walgett NSW 2832

Collarenebri Community Working Party
Annual General meeting 14 January, 2009

Attendance: Trish Neal, Gloria Adams, Pauline Walford, Doreen Hynich, Don Murray, Allira McGregor, Norman Hall, Roslyn McGregor, Edward Hynch, Jan Murray, Anne Dennis (Community Facilitator Walgett/Collarenebri) Jenny Trindall A/g Community Liaison Officer Walgett Shire Council

Meeting Opened: Chairperson Mr Norman Hall at 11.10am - Minute Silence

Chairperson welcomed everyone and introduced Anne Dennis Community Facilitator

Facilitator Anne Dennis discussion/consultation about members understanding of:
Murdi Paaki initiative Community Organisations and Government (COAG)
Roles and Responsibility of Working Party:
Administrative support to Community Working Party
Coordination and facilitation role of Community Working Parties
Supporting community organizations, government agencies and communities working together to address local issues
Code of Conduct

Chairperson Norman Hall spoke Murdi Paaki Regional Assembly signing a three (3) year partnership 'Agreement' with State and Federal Government and will find out more about changes in the next few weeks.

Members discussion—make up of committee 2xrepresentatives each organisation-quorum 5 Agencies Identified-Murdi Paaki Housing, Centrelink, Best Employment, Collarenebri Aboriginal Land Council, Community Transport, Walgett Shire Council, Police, Walgett Aboriginal Medical Service (WAMS), Greater Western Area Health Service (GWAHS), Murdi Paaki Regional Enterprise (MPREC), Indigenous Coordination Centre (ICC), Family, Housing, Community Services and Indigenous Affairs (FHCSIA).
Identifying community needs-Transport bus travelling to Moree, Youth service two agencies delivering a service, Housing and Community Hall access, Issues Walgett Shire Council poor lighting and need seats in main street so people can sit down.

Election of Positions – Chairperson and Deputy Chairperson

Chairperson Norman Hall declared all positions vacant. Community Facilitator appointed Returning Officer. Jenny Trindall A/g Community Liaison Officer, Walgett Shire Council – Independent.

WALGETT SHIRE COUNCIL AGENDA

Anne Dennis call for nominations for Chairperson

Roslyn McGregor nominated Norman Hall – seconded by Edward Hynch – Norman accepts nomination – 2x call for further nominations – no further nominations Norman Hall declared Chairperson Collarenebri Community Working Party.

Anne Dennis call for nominations for Deputy Chairperson

Doreen Hynch nominated Don Murray – seconded by Pauline Walford – Don accepts nomination – call for further nominations – Norman Hall nominated Roslyn McGregor – seconded by Edward Hynch – Ros accepts nomination – call for further nominations - no further nominations – two candidates secret ballot. Seven (7) voting members Jenny Trindall hands out ballots and collected. Anne Dennis and Jenny Trindall count votes. Result five (5) votes Roslyn McGregor – two (2) votes Don Murray. Roslyn McGregor declared Deputy Chairperson Collarenebri Community Working Party.

Collarenebri Community Working Party Meetings will be held 3rd Wednesday every month, in the Collarenebri Community Hall at 11.00am.

Norman Hall resumes chairing the meeting

General Business

Walgett Shire Council: A/g Community Liaison Officer - Jenny Trindall talked about positive promotion, developing stronger links between the community and Walgett Shire Council. Having Cultural Awareness Training with Walgett Shire Council staff and would like community members from Collarenebri to participate. A steering committee must be established to support and monitor IT project. ADSL Broadband connection, community access a strong focus on youth accessing internet and broadband connection. Walgett Shire Council IT systems administrator Peter Kolymayer will be supporting project and a steering community to be established. Representatives nominated:

Steering Committee will be:

Chairperson - CWP	Norman Hall
Community	Ros McGregor
Community	Don Murray
Murdi Paaki	Jan Hall
Education DET	Adrian King
Health	Edward Hynch
Youth	Allira McGregor

Next Meeting 21 January, 2009 at 11.00am

Meeting Closed 1.00pm

WALGETT SHIRE COUNCIL AGENDA

Murdi Paaki Partnership Project
Community Facilitator
Walgett and Collarenebri
PO Box 31
Walgett NSW 2832

Collarenebri Community Working Party Meeting
Wednesday 21 January, 2009

Attendance: Trish Neal (The Walli), Gloria Adams (The Walli), Don Murray (The Walli), Allira McGregor (GWAHS/Youth), Norman Hall (Chairperson), Roslyn McGregor (Deputy Chairperson), Edward Hynch (GWAHS), Anne Dennis (Community Facilitator Walgett/Collarenebri), Patricia Hall (WAMS), Adrian King (Principal Collarenebri Central), Elaine Lang (Centrelink)

Apologies: Pauline Walford, Doreen Hynch, Kendy Rogers (Murdi Paaki Housing)

Meeting Opened: 11.15am by Chairperson Mr Norman Hall - Minute Silence

Chairperson Norman Hall and Anne Dennis Community Facilitator give an update of Collarenebri Community Working Party and AGM Refresh held on 14th January, 2009

Chairperson Mr Norman Hall
Deputy Chair Ms Roslyn McGregor
Committee Gloria Adams
Pauline Walford
Edward Hynch
Don Murray
Jan Murray
Allira McGregor
Trish Neal

Roles and Responsibility of Community Working Parties: is to strengthen the coordination and provisions of services in Collarenebri in the spirit of cooperation, partnership and shared responsibility. Community organisations working with local, state and federal government to address issues in health, housing, education, law and justice, economic development, youth services in full consultation and genuine partnership with the community through the CCWP.

There is a Code of Conduct and a Community Action Plan which incorporates the areas of action. **Action: Community Facilitator to obtain a copy of both Code of Conduct and Collarenebri Community Action Plan and all members and service providers to be given a copy.**

Chairperson Norman Hall spoke Murdi Paaki Regional Assembly signing a three (3) year partnership Agreement' with State and Federal Government on 28th and 29th January, 2009. Members discussion—make up of committee 2xrepresentatives each organisation-quorum 5 Agencies Identified-Murdi Paaki Housing, Centrelink, Best Employment, Collarenebri Aboriginal Land Council, Community Transport, Walgett Shire Council, Police, Walgett Aboriginal Medical Service (WAMS), Greater Western Area Health Service (GWAHS), Murdi Paaki Regional Enterprise (MPREC), Indigenous Coordination Centre (ICC), Family, Housing, Community Services and Indigenous Affairs (FHCSIA). **Action: Community Facilitator to contact each service provider and make them aware of the Community Working Party Meeting.**

Service Providers Report

Centrelink: Elaine Lang reported:

- Centrelink visits Collarenebri every 2nd Tuesday and there more community focused.
- Will attend Working Party meetings and provide an update and any changes to services
- Newstart and Disability Benefits can have phone interview or travel to Walgett
- Paper work sent out and can be lodge here in Collarenebri-don't need an appointment
- Link to school attendance and benefits-currently stagnant
- Centrepay for canteen at school-must be organised through Murdi Paaki CDEP
- Contract between school and canteen

Education: Adrian King - Principal Collarenebri Central School

- Priorities for 2009 Literacy and Numeracy
- New Aboriginal Education Policy
- Staffing loss 2xteachers
- Assistant Principal Behaviour/Suspension – Learning Support Coordinator
- Reading to Learn Program
- Yarn-up
- Healthy Living Good Health Promotion
- Canteen don't sell Red Food but a lot of Amber Food is sold
- Promote Green Food Day
- No Junk Food – Coke, Chips and Gravy – children go down the street and buy
- Better Health Choices Earlier in Life – (comment it's cheaper to eat junk)
- Breakfast Program will still operate
- Pottery Courses at night
- Baby Dreamers Course – Preparing for Parenthood – Cooking and Sewing
- How could health workers support WAMS/GWAHS – Promote Healthy Living Program, visit school as guest speakers, support school run various programs, attend Yarn-up
- Building Community Capacity
- The Healthy Living Program supports the school's strategy for zero tolerance to coke, chips and gravy at all times

Motion 1: Collarenebri Community Working Party endorses and fully supports the Healthy Living Program to be implemented in Term One (1) at Collarenebri Central School. Moved by Edward Hynch – Seconded by Trish Neal – Carried!

Discussion about carved tree in glass cabinet at school; concerns where it came from, it shouldn't be at school. Put there in the 1980s because it fell down and cattle walking over it. It was the best place at the time.

Greater Western Area Health Service (GWAHS): Edward Hynch

- Clinic at The Walli Shed every Tuesday 9.00 – 10.30am
- Preparing programs/Educational material/Promotional material
- Personal Hygiene/Pampering Day
- Workshops for Drug and Alcohol targeting youth
- PIT STOP – ten (10) station addressing men's health
- Transport Patients
- Prostate Cancer Awareness
- Will support school – school to contact re: program
- Can support through promotion days at Swimming/Athletic Carnivals – sun screen/fresh fruit

Health petition tabled and discussed

Motion 2: The Collarenebri Community Working Party write a letter to various re: GWAHS six (6) point petition services to the Collarenebri community. Moved Adrian King – Seconded Don Murray – Carried!

General Business

Submission developed through Walgett Local Aboriginal Land Council and Walgett Shire Council – Clean up of Aboriginal Lands and Illegal Dumping of Rubbish. Walgett Shire Council requested that The Walli be included in submission

Cultural Awareness of all staff at Walgett Shire Council dates have been set and Collarenebri community members interested in attending various days. Community Facilitator to contact Jenny Trindall A/g Community Liaison Officer Walgett Shire Council.

Transport still a problem – shortage of volunteer drivers

Office space and telephone access for Chairperson Collarenebri Community Working Party

Cemetery Contract to be signed – Community Facilitator to contact Paul Peter at Collarenebri Aboriginal Land Council to attend Working Party Meetings

NADOC Day – Community would like to organise Fun Day activities and Debutant Ball (funding)

Collarenebri Central School would like to implement the Gamillaroi Language Program – In process of identifying support for community teaching staff and accessing training – spoke with Len Walters Tamworth and Walgett TAFE

Community Hall – issues around community access

Motion 3: A letter be written to Murdi Paaki Regional Enterprise to establish a community based Steering Committee to manage the Collarenebri Community Hall. The Steering Committee is Roslyn McGregor, Norman Hall, Trish Neal and Patricia Hall. Moved by Don Murray – Seconded by Edward Hynch – Carried!

Next Meeting Wednesday 18 February, 2009

Meeting Closed 12.55pm

8. NSW RURAL FIRE SERVICE NORTH WEST ZONE SERVICE LEVEL AGREEMENT MEETING

REPORTING SECTION: Rural Infrastructure & Support Services
AUTHOR: Ian Taylor - Director Rural Infrastructure & Support Services
FILE NUMBER: 135/02/01/03

Summary:

Rural Fire Service in Walgett Shire is managed by the North West Zone under a service level agreement (SLA). This report provides Council with the minutes of the September 2008 SLA meeting.

Discussion (including issues and background):

Rural Fire Service in Walgett Shire is managed by the North West Zone under a service level agreement (SLA). The SLA meeting occurs quarterly and the minutes of its September 2008 meeting are attached. The minutes of the December 2008 meeting will be presented following the next meeting, which is scheduled to be a combined SLA / Bush Fire Management Committee (BFMC) meeting in March 2009.

Also provided for Council's information is an attendance report from Brigades in the Zone for the period 1 July 2008 to 9 December 2008.

Relevant Reference Documents:

North West Zone Service Level Agreement Meeting Minutes, 26 September 2008
Attendance By Date - 1/7/2008 to 9/12/2008

Stakeholders:

NSW Rural Fire Service - Walgett Brigades
Rural Residents

Financial Implications:

Nil

Recommendations:

That Council note the minutes of the North West Zone NSW Rural Fire Service meeting held in accordance with the Service Level Agreement with its constituent councils, and the Brigade activity during the first half of 2008/2009.

Attachments:

WALGETT SHIRE COUNCIL AGENDA

All communications to be addressed to:

North West Zone / Bogan District
NSW Rural Fire Service
PO Box 370
COONAMBLE NSW 2829

North West Zone / Bogan District
NSW Rural Fire Service
3 Buckley Dr
COONAMBLE NSW 2829

Telephone: (02) 6822 4422
e-mail: tony.place@rfs.nsw.gov.au

Facsimile: (02) 6822 4203



North West Zone (NWZ)
SLA Committee Members

Your Ref:

Our Ref:

19 November 2008

Dear Sir/Madam

Please find enclosed the agenda items for the NWZ SLA meeting to be held at 1030am, Thursday 11 December 2008, at the Coonamble Fire Control centre.

The agenda for the meeting is list below:

1. Open
2. Apologies
3. Previous Minutes Zoning now complete and implemented
4. Review – Schedule 3
5. Review – Schedule 5
6. Approval of the 09/10 Budget proposal
7. Council support for minor maintenance of Brigade Stations
8. Importance of Council representative attendance at meetings
9. General Business

I look forward to meeting the respective members at the meetings and establishing the way ahead for the future of the North West Zone.

Regards,

*Superintendent Anthony Place
Zone Manager
North West Zone & Bogan District
NSW Rural Fire Service*

**Walgett Shire
Council
RECD**

26 NOV 2008

FILE: 135/02/01/03

LETTER No: 6954

REFER: RKK Y1A HLV

COPY:

◆ Rural Fire Service Advisory Council

◆ Bush Fire Co-ordinating Committee

Visit our webpage at www.nwt.conxion.com.au

North West Zone Service Level Agreement Meeting Minutes 26 September 2008



MEETING DETAILS: North West Zone Service Level Agreement Meeting Minutes

Meeting date: 26 September 2008 **Location:** Coonamble FCC
Start: 10.20 **End:** 11.50

Present:	Apology:
T Place (RFS)	Murray Russell (CSC)
G Primmer (RFS)	Ashley Weilinga (Warren Shire)
A Bier (RFS)	David Taylor (CSC rep)
J Burke (Walgett Shire)	
R Morse (Cble Volunteer)	
A Inglis (Cble volunteer)	

Next meeting: TBA **Venue:** TBA

AGENDA ITEM 1 Opening
Meeting opened 10.20

AGENDA ITEM 2 Apologies
Apologies see above.

AGENDA ITEM 3 Previous Minutes
Previous minutes, minutes moved as correct.
Moved; Rick Morse, second Alan Inglis.

AGENDA ITEM 4 Business Arising
Business Arising; Nil

AGENDA ITEM 5 Review Schedule 3
Item 5 was deferred last meeting-nominations for chairperson. All Councils represented, deferred again for Council representatives to refer back to their Councils for decision at next meeting.
Schedule 3 review, won't be done this meeting as only one Council in attendance.

NWZ SLA Meeting
26 September 2008

AGENDA ITEM 6 Review Schedule 5

Not required to be reviewed, no changes made.

AGENDA ITEM 7 Proposed Budget 09/10

Proposed budget \$1.95 million for Zone Councils for 09/10.

M&R is to remain as is.

Tankers will be upgraded, a replacement vehicle for the group vehicle in Walgett Shire – troop carrier. Unable to purchase second hand tankers are many districts are now keeping them for longer periods- previously resold after 5 years.

Station builds include Gulargambone- to complete amenities section, Willow Downs \$35000 new station, Walgett district office \$150000- based on the cost of the Nyngan shed- could look at additional funding through EMA grants to house the EOC for Walgett Shire.

HR works \$15000 for Zone; other funding is available through the BFMC funding programs.

General equipment and radio replacement for tankers and handhelds.

Firezone and volunteer intranet- RFS computer systems, programs and databases to be updated and maintained. Volunteer internet access through Myrfs- need to bring to the attention of members to encourage use.

GIS mapping- largely used for S44 incidents.

Salaries are input by Head Office.

Coonamble portion; \$84900

Walgett portion; \$180495

Warren; \$88478

District costs includes Bogan portion which is charged back to them via Coonamble Council. Removal of Bogan district costs will reduce these amounts; also Firezone replacement costs should decrease.

Insurance- includes tankers and stations. Claiming of excess through the RFF- need to check with Regional office.

ERS- now conference bridge system- used for taking 000 calls.

Fuel 10% increase on last years bid.

Repeaters- should be inspected annually - \$10000 for inspections of 14 towers- approx \$800 each.

\$37500- reimbursable program charges for Councils.

Motion; That the RFS recommended budget be submitted to Council for approval.

Moved; R Morse

Second; J Burke

Carried

AGENDA ITEM 8 Functional Areas Report

Operations; Truck servicing at Walgett is nearly finished- two vehicles to complete.

Will look at getting Duncan and Duncan to complete future services and have two potential mechanics lined up for Coonamble. All Coonamble trucks serviced, Warren district still being done- Council running behind.

Have noted that Carinda has no hydrants marked- the covers are painted but not marked.

Fuel loading are waist high in some areas of the Zone.

**NWZ SLA Meeting
26 September 2008**

New tankers have been delivered at Rowena- Cat 1 and Cat 7 tankers. New Cat 1 tanker has gone to Walgett HQ, only 1 old tanker left in Walgett Shire- Come By Chance tanker.

Repeater upgrade is being carried out.

Community Safety; cadet programs have run in Coonamble and Lightning Ridge- both programs now complete. Looking to run in Warren next year- lacking in facilitators to assist.

Bush Fire Risk Management Plan (BFRMP) sub committee has been formed to complete the plan, however have been unable to progress due to J Kennedy being on sick leave.

AGENDA ITEM 9 Community/Brigade Meetings

Community and brigade meetings are to be held over the next month or so. These will be held annually, with the second captains meeting to be held as a community meeting, rather than the traditional captains meeting.

AGENDA ITEM 10 Council Reports

Walgett Council; held first election since Administrator appointed. Ian Woodcock voted as Mayor and Geoff Colless Deputy Mayor. Council has a mix of Councillors from Walgett, Lightning Ridge and Collarenebri. Zone Manager to attend next Walgett Council meeting to meet members.

AGENDA ITEM 11 General Business

Councils are to supply mechanics and other support people in the event of a S44 incident, e.g. bulk water carrier and other plant that may be required.

Councils may not be reimbursed for all Council expenses in the event of a S44 incident. Where as private contractor expenses for Council will be reimbursed through the S44 fund. S44 incidents run by locally by the Incident Controller and other trained personnel.

Burren Junction shed is progressing- 1 bay to be built for Council use. Currently under construction, may be short of funds due to cost blow out for plumbing. Needs to have access/culvert looked at by Council, needs addressing.

Permits required from 1 October to 31 March as per the norm.

SLA meeting frequency- need to liaise with Councils re the meetings frequency may be held in conjunction with the BFMC in March and September yearly.

J Burke requested that Councils be advised of any RFS budget changes ASAP in order for Council to adjust their budget figures.



SERVICE DELIVERY MODEL
District Business Planning

SERVICE AGREEMENT - SCHEDULE 3 - REVIEW
NORTH WEST Zone & Bogan District

SERVICE AGREEMENT - SCHEDULE 3 - REVIEW

DISTRICT / TEAM / ZONE: 31026 NORTH WEST Zone & Bogan District Date: 20/11/2008 Implementation Year: 2008-2009

KEY RESULT AREA: Community Safety

KEY STRATEGY 2.1

Reduce the risk and impact on life and property through the implementation of a range of community based and inter-agency prevention and mitigation programs.

KEY PERFORMANCE INDICATOR(S): [Indicative only for first year]
 Average number of properties protected per hectare (ha) of hazard reduction.
 Total number of properties protected.
 Number of properties potentially saved.

Proposed Programs and Actions	Performance Indicators	Current Target Performance	Timeframe	Current Performance	Gap	Reason for Gap	Planned Rectification
1.01A Provide direction and support to DTZs to plan, implement and record community education programs in accordance with BFRMPs.	% of DTZs Community Education strategies submitted annually by 31st March.	Com Ed Stratgey submitted into BRIMS by 31st March 2009 YES or NO & date submitted	31-Mar	No	Nil	Not yet Due	
1.01B Provide direction and support to DTZs to plan, implement and record community education programs in accordance with BFRMPs.	5% increase of scheduled Community Education youth activities completed.	no. of scheduled Community Education youth activities completed	Quarterly (cumulative)	NWZ - Cadets - 2 scheduled 2 completed School Visits 5of 20 Bogan School visits - 2 of 4	Nil	In Progress to be completed by 30 Jun 09	
1.01C Provide direction and support to DTZs to plan, implement and record community education programs in accordance with BFRMPs.	% of formally investigated wildfires with cause of ignition determined as accidental which have had remedial education or enforcement action taken.	X number of wildfires formally investigated with Y accidental cause.	Quarterly (cumulative)	Nil	Nil		
1.03 Assess Development Applications in Bush Fire Prone Areas.	% of referred Section 79BA DA assessments completed within the required 14 days.	X of Y referred development applications completed within 14 days	Quarterly (cumulative)	3of 3	Nil		

SERVICE AGREEMENT - SCHEDULE 3 - REVIEW

DISTRICT / TEAM / ZONE: 31026 NORTH WEST Zone & Bogan District Date: 20/11/2008 Implementation Year: 2008-2009

KEY RESULT AREA: Community Safety

KEY STRATEGY 2.1
 Reduce the risk and impact on life and property through the implementation of a range of community based and inter-agency prevention and mitigation programs.

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 Total number of properties protected.
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Proposed Programs and Actions	Performance Indicators	Current Target Performance	Timeframe	Current Performance	Gap	Reason for Gap	Planned Rectification
1.04A Support hazard reduction (HR) planning, and maintain reporting and recording of DTZ hazard management activities.	Data entered into BRIMS within targeted number of working days at the end of each month.	YES OR NO & date submitted	Quarterly (cumulative)	NWZ - Yes 29/05/2008 Bogan - Yes 29/05/2008	Nill Nill		
1.04B Support hazard reduction (HR) planning, and maintain reporting and recording of DTZ hazard management activities.	Proposals for hazard reductions submitted by the annual target date.	YES OR NO & date submitted	Quarterly (cumulative)	NWZ - Yes - 29/05/08 24 proposals Bogan - Yes - 29/05/08 6 proposals	Nill Nill		
1.04C Support hazard reduction (HR) planning, and maintain reporting and recording of DTZ hazard management activities.	Hazard reduction works programs submitted by annual target date.	YES OR NO & date submitted	Quarterly (cumulative)	NWZ - Yes - 29/05/08 24 proposals Bogan - Yes - 29/05/08 6 proposals	Nill		
1.05A Conduct HR programs to protect properties and other assets outside the area covered by the Urban Interface Bush Fire Mitigation Plan.	Completed number of hectares treated in Land Management Zones (LMZs).	X of number hectares completed to date during 2008/09.	Quarterly (cumulative)	NWZ - Coonamble 480Km by 6metres by slashing 1248Km by 10 metres grading Bogan - ???		The other Councils have not yet submitted work returns	Raise at SLA meeting for Council's to report

SERVICE AGREEMENT - SCHEDULE 3 - REVIEW

DISTRICT / TEAM / ZONE: 31026 NORTH WEST Zone & Bogan District Date: 20/11/2008 Implementation Year: 2008-2009

KEY RESULT AREA: Community Safety

KEY STRATEGY 2.1
 Reduce the risk and impact on life and property through the implementation of a range of community based and inter-agency prevention and mitigation programs.

KEY PERFORMANCE INDICATOR(S):

Average number of properties protected per hectare (ha) of hazard reduction.
 Total number of properties protected.
 Number of properties potentially saved.

Proposed Programs and Actions	Performance Indicators	Current Target Performance	Timeframe	Current Performance	Gap	Reason for Gap	Planned Rectification
1.05B Conduct HR programs to protect properties and other assets outside the area covered by the Urban Interface Bush Fire Mitigation Plan.	Total number of properties protected by completed HR works.	X of number of properties protected by completed HR works during 2008/09	Quarterly (cumulative)	Nil			
1.05C Conduct HR programs to protect properties and other assets outside the area covered by the Urban Interface Bush Fire Mitigation Plan.	Number of properties potentially saved by completed HR works.	X no of properties saved by completed HR works during 2008/09	Quarterly (cumulative)	Nil			
1.06A Co-ordinate the planning, appropriate location and type of fire trails in accordance with BFRMP and in line with BFCC Policy and Operational Plans.	% of trails located and classified following approval and implementation of Bush Fire Coordinating Committee (BFCC) policy.	X number of Y (total) trails identified and classified in accordance with current BFCC policy.	Quarterly (cumulative)	NWZ - 0 of 0 Bogan - 1 of 1	Nil Nil	There are no identified Fire Trails in the North West Zone registered. Fire Trail identification program is being reviewed as part of the new BFRMP	ComEd Officer to continue with this project
1.06B Co-ordinate the planning, appropriate location and type of fire trails in accordance with BFRMP and in line with BFCC Policy and Operational Plans.	All Fire Trails entered into Fire Trail Register in BRIMS by target date.	YES OR NO	Quarterly (cumulative)	Yes	Nil	There are no identified Fire Trails in the North West Zone registered. Fire Trail identification program is being reviewed as part of the new BFRMP	ComEd Officer to continue with this project

SERVICE AGREEMENT - SCHEDULE 3 - REVIEW

DISTRICT / TEAM / ZONE: 31026 NORTH WEST Zone & Bogan District Date: 20/11/2008 Implementation Year: 2008-2009

KEY RESULT AREA: Community Safety

KEY STRATEGY 2.1

Reduce the risk and impact on life and property through the implementation of a range of community based and inter-agency prevention and mitigation programs.

KEY PERFORMANCE INDICATOR(S):
 Average number of properties protected per hectare (ha) of hazard reduction.
 Total number of properties protected.
 Number of properties potentially saved.

Proposed Programs and Actions	Performance Indicators	Current Target Performance	Timeframe	Current Performance	Gap	Reason for Gap	Planned Rectification
1.09A Facilitate and support the development and implementation of comprehensive BFRMP's on behalf of the BFCC.	% of BFRMP's reviewed at least every 5 years in every DTZ.	X years and Z months since District BFRMP approved by BFCC	Quarterly (cumulative)	All existing BFRMP's are pre Zoning Bogan - 14/06/2001 Warren - 14/06/2001 Coonamble/Walgett - 20/06/2002	100%	Review and rewrite of BFRMP is underway. Delayed due to ComEd Officer being on prolonged sick leave. This process is now progressing.	ComEd Officer to continue to work with all agencies to achieve outcome ASAP
1.09B Facilitate and support the development and implementation of comprehensive BFRMP's on behalf of the BFCC.	Activity report provided annually of performance against targets in BFRMP.	BFRMP annual activity report completed by 31st August 2008 Yes or No & date submitted	Quarterly (cumulative)	No			
1.09C Facilitate and support the development and implementation of comprehensive BFRMP's on behalf of the BFCC.	% of BFMC completing draft BFRMP within 6 months of commencement.	If Started, Start date of New BFRMP XXXXXX. If not started leave blank	Quarterly (cumulative)	Sub - Committee formed ??/05/2008	90%	Review and rewrite of BFRMP is underway. Delayed due to ComEd Officer being on prolonged sick leave. This process has now recommenced.	ComEd Officer to continue to work with all agencies to achieve outcome ASAP
1.09D Facilitate and support the development and implementation of comprehensive BFRMP's on behalf of the BFCC.	% of works completed versus programmed in the BFMC Annual Program of Works.	Y number of works completed versus X number of works proposed for the District BFMC	Quarterly (cumulative)	Coonamble - 2.5 of 5 Walgett - Unknown Warren - Unknown Bogan - Unknown	50% 100% 100%	Not yet due Awaiting Council final report for 08.	CSO to liaise with Councils to complete reporting of works programs for next quarter.

SERVICE AGREEMENT - SCHEDULE 3 - REVIEW

DISTRICT / TEAM / ZONE: 31026 NORTH WEST Zone & Bogan District Date: 20/11/2008 Implementation Year: 2008-2009

KEY RESULT AREA: Community Safety

KEY STRATEGY 2.1

Reduce the risk and impact on life and property through the implementation of a range of community based and inter-agency prevention and mitigation programs.

KEY PERFORMANCE INDICATOR(S): (indicative only for first year)
 Average number of properties protected per hectare (ha) of hazard reduction.
 Total number of properties protected.
 Number of properties potentially saved.

Proposed Programs and Actions	Performance Indicators	Current Target Performance	Timeframe	Current Performance	Gap	Reason for Gap	Planned Rectification
1.17A Prepare, implement and monitor Section 52 Plan of Operations.	% of Plan of Operations approved by BFCC every 2 years.	X Date of approval by BFCC of last S 52 Plan of Operations	31-Mar	100%	Nil	trouble with BRIMS program	Plan reviewed 2008. Problem uploading the revised Plan in BRIMS, awaiting assistance from HO to be able to submit
1.17B Prepare, implement and monitor Section 52 Plan of Operations.	Details reviewed annually.	XXXXXX Date s52 plan contact list details reviewed	30-Oct	No		Contact lists to be reviewed prior to fire season. This has been carried out but BRIMS has not allowed the update to the Section 52 Plan	Audit of BRIM is being conducted to rectify this problem.

SERVICE AGREEMENT - SCHEDULE 3 - REVIEW

Implementation Year: 2008-2009

Date: 20/11/2008

DISTRICT / TEAM / ZONE: 31026 NORTH WEST Zone & Bogon District

KEY RESULT AREA: Community Safety

KEY STRATEGY 2.2

The risk to life and property is reduced through the application of regulations and legislation, and property owners and occupiers being aware of their rights and obligations.

KEY PERFORMANCE INDICATOR(S): (Indicative only for first year)
 Increasing number of suspicious fires investigated.
 Increasing number of prosecutions.
 Reduced number of suspicious fires.
 Provision of comprehensive statistics.

Proposed Programs and Actions	Performance Indicators	Current Target Performance	Timeframe	Current Performance	Gap	Reason for Gap	Planned Rectification
1.11A Inspect properties subject to Bush Fire Hazard Complaints.	% of properties subject to complaints inspected within 10 days of registration.	X number of properties inspected of Y number of complaints received	Quarterly (cumulative)	1 of 1	Nil		
1.11B Inspect properties subject to Bush Fire Hazard Complaints.	% of hazards reduced within 6 months from time property is determined to be a hazard due to complaint.	X number of Y properties where hazards reduced within 6 months	Quarterly (cumulative)	100%	Nil		
1.12A Monitor and maintain statutory requirements for local bushfire danger periods.	Bushfire danger periods varied whenever local conditions warrant it.	BFDP amended at start of fire Season, YES OR NO.	31-Oct	Yes	Nil		
1.12B Monitor and maintain statutory requirements for local bushfire danger periods.	Bushfire danger periods varied whenever local conditions warrant it.	BFDP amended at end of fire season YES OR NO	31-Mar	Yes	Nil		
1.13A Improve the ignition management in order to reduce the number of accidental, deliberate and malicious ignitions.	% of permits issued within 7 days of request during 2008/09.	X Number of permits issued for Y period 1/4erly cumulative	Quarterly (cumulative)	Nil issued	Nil		

SERVICE AGREEMENT - SCHEDULE 3 - REVIEW

DISTRICT / TEAM / ZONE: 31026 NORTH WEST Zone & Bogan District Date: 20/11/2008 Implementation Year: 2008-2009

KEY RESULT AREA: Community Safety

KEY STRATEGY 2.2 [Indicative only for first year]

The risk to life and property is reduced through the application of regulations and legislation, and property owners and occupiers being aware of their rights and obligations.

KEY PERFORMANCE INDICATOR(S):
 Increasing number of suspicious fires investigated.
 Increasing number of prosecutions.
 Reduced number of suspicious fires.
 Provision of comprehensive statistics.

Proposed Programs and Actions	Performance Indicators	Current Target Performance	Timeframe	Current Performance	Gap	Reason for Gap	Planned Rectification
1.13B Improve the ignition management in order to reduce the number of accidental, deliberate and malicious ignitions.	Targeted maximum % of escapes from permit burns.	X number of permit escapes for year to date	Quarterly (cumulative)	Nil			
1.13C Improve the ignition management in order to reduce the number of accidental, deliberate and malicious ignitions.	% of permits issued recorded in BRIMS.	X number of Y permits issued, recorded in BRIMS	Quarterly (cumulative)	Nil			
1.14B Record the suspected cause of reported fires and determine the cause and origin of investigated fires.	% of formally investigated wildfires where the cause has been determined.	X Number of formally investigated wildfires vs. Y number of formally investigated fires where cause is determined	Quarterly (cumulative)	Nil			
1.14C Record the suspected cause of reported fires and determine the cause and origin of investigated fires.	% of formally investigated structural fires where the cause has been determined.	X Number of formally investigated structural fires vs. Y number of formally investigated fires where cause is determined	Quarterly (cumulative)	None for this quarter			

SERVICE AGREEMENT - SCHEDULE 3 - REVIEW

DISTRICT / TEAM / ZONE: 31026 NORTH WEST Zone & Bogan District Date: 20/11/2008 Implementation Year: 2008-2009

KEY RESULT AREA: Learning & Development

KEY STRATEGY 3.1
Satisfy the current and future needs of the Service, service personnel, and other agencies by developing and maintaining systems to enhance competencies.
KEY PERFORMANCE INDICATOR(S): [Indicative only for first year]
 % of operational personnel possessing the competencies required by the Service.
 % of non-operational personnel possessing the competencies required by the Service.
 Ratio of the number of Volunteers holding the correct level of competence for the position held.

Proposed Programs and Actions	Performance Indicators	Current Target Performance	Timeframe	Current Performance	Gap	Reason for Gap	Planned Rectification
4.11A Ensure the training provided in DTZs is adequately planned and resourced in accordance with the RFS Training SOPs.	% of areas have at least one (min RFS 6/7) L&D Officer or have such an officer available from another area.	L&D Officer appointed Yes or No	30-Mar	L&D Officer appointed	Nil		
4.11B Ensure the training provided in DTZs is adequately planned and resourced in accordance with the RFS Training SOPs.	% level of compliance with the SOPs and Training Plan by DTZ L&D Officers.	Date Annual training plan endorsed by District Manager by 31 December 2008	31-Dec	On target to be signed by due date	Nil	09/10 Training Plan will need to be complete for signing by 31 Dec 08	
4.11C Ensure the training provided in DTZs is adequately planned and resourced in accordance with the RFS Training SOPs.	% of DTZs with an appropriate local training plan produced, implemented and published on MyRFS.	Local Training plan published on MyRFS by 31 December 2008 YES or NO	31-Dec	On Target to meet due date		New system. L&D Officer is now aware of this requirement to input planned activities updated to reflect current training year	L&D Officer to have training plan ready for 09/10 ready by 31/12/08. Current year to be updated to reflect current training year
4.11D Ensure the training provided in DTZs is adequately planned and resourced in accordance with the RFS Training SOPs.	% of DTZs with a local training team formed and actively assisting with training.	District training team formed YES or NO	31-Dec	Yes	Nil	There is an accurate shortage of volunteer instructors across the North West Zone and Bogan District, due to volunteer base leaving the area or resigning from the Service.	The L&D Officer is to attempt to recruit a new generation of instructors, this may well take 2 to 3 years to achieve

SERVICE AGREEMENT - SCHEDULE 3 - REVIEW

DISTRICT / TEAM / ZONE: 31026 NORTH WEST Zone & Bogan District Date: 20/11/2008 Implementation Year: 2008-2009

KEY RESULT AREA: Learning & Development

KEY STRATEGY 3.1
Satisfy the current and future needs of the Service, service personnel, and other agencies by developing and maintaining systems to enhance competencies.

KEY PERFORMANCE INDICATOR(S): [Indicative only for first year]
% of operational personnel possessing the competencies required by the Service.
% of non-operational personnel possessing the competencies required by the Service.
Ratio of the number of Volunteers holding the correct level of competence for the position held.

Proposed Programs and Actions	Performance Indicators	Current Performance	Timeframe	Current Performance	Gap	Reason for Gap	Planned Rectification
4.11E Ensure the training provided in DTZs is adequately planned and resourced in accordance with the RFS Training SOPs.	% of approved cooperative training arrangements implemented.	Have training arrangements been implemented this FY? - YES/ NO	30-May	Yes	Nil		
4.12 DTZs have planned the resourcing of their training activities.	All ordered training materials delivered correctly to districts by due date.	All training materials ordered by 28th February 2008 YES or NO & date of order	28-Feb	Yes 26/09/07	Nil		Adequate to meet current training plan. Grassland levels will have to be reviewed for next year
4.13A Training provided in DTZs in accordance with RFS Training SOPs.	Volunteer competency index (for the three principal qualifications) or VC (I) 3.	X number of Y(all active members) members within District are competent to Basic firefighter level	Quarterly (cumulative)	1389 Total membership for North West Zone and Bogan District Total of 198 trained in BF or BFG	Approx 86%	Reluctance of remote rural brigades to undertake training. Grassland training now starting to be delivered in remote areas	Implement the shorter "Grassland" training workshops.
4.13B Training provided in DTZs in accordance with RFS Training SOPs.	% of DTZs that can provide appropriately trained personnel to staff their IMTs.	X number of DTZ personnel assessed as competent for at least one IMT role	Quarterly (cumulative)	4 Salaried Staff and 1 Volunteer Group Officer	Nil		Most staff now competent in 2 IMT roles
4.13C Training provided in DTZs in accordance with RFS Training SOPs.	% of members receiving a Safety Induction (SI) within 1 month of starting.	No of new staff members that have had a Safety induction.	Quarterly (cumulative)	No new staff commenced 8 Volunteers have undertaken this training	Nil		

SERVICE AGREEMENT - SCHEDULE 3 - REVIEW

DISTRICT / TEAM / ZONE: 31026 NORTH WEST Zone & Bogan District Date: 20/11/2008 Implementation Year: 2008-2009

KEY RESULT AREA: Management

KEY PERFORMANCE INDICATOR(S): [Indicative only for first year]
 % of Audit Business Improvement Requests closed during year.
 % of Audit Corrective Action Requests closed in accordance with Service Standard.
 Reduced average sick leave figure per employee.
 Reduced number of staff with excess recreation leave balances.

Proposed Programs and Actions	Performance Indicators	Current Target Performance	Timeframe	Current Performance	Gap	Reason for Gap	Planned Rectification
2.20 Complete the Annual SoFC / Optimur Resourcing program.	All updated Optimum Resourcing reports approved by Region for each of their Districts by the annual target date.	XXXXXXXXXX date of Regional approval of Optimum resourcing	Quarterly (cumulative)	21/03/07	Nil	Still awaiting New SOFC to be released	To be completed when released
3.01 Ensure that all records kept with respect to brigade membership and their location, brigade training, and associated activities are maintained	Membership register meets accuracy target at any time	XXXXXXXXXX date all brigades supplied with membership list for review	Quarterly (cumulative)	27/03/08 all brigades sent membership lists for updating	Nil	There is still a reluctance of some brigades to return/provide information so that these records give a true indication	SNAG Meetings planned across the Zone and Bogan to try to improve data
3.03A Ensure all brigade and group officers are appointed and authorised to enter premises in accordance with the Service Standards.	All appointments of brigade officers made within 14 days of receiving advice on the outcome of brigade elections.	Appointments confirmed within 14 days of receipt of advice YES or NO	30-Oct	Yes for all Brigades that provide information	59% of brigades have not held elections within the last 2 year period. Appointments made for all brigades that have returned information	lack of interest of remote brigades to undertake meetings	establish local contact with brigades and attempt to get brigades to hold meetings
3.03B Ensure all brigade and group officers are appointed and authorised to enter premises in accordance with the Service Standards.	% of appointed brigade officers with the appropriate authorities.	All appointed Brigade officers have appropriate authority YES or NO	30-Oct	Yes - all brigades that have returned information are updated annually	59% of brigades have not held elections within the last 2 year period. Appointments made for all brigades that have returned information	lack of interest of remote brigades to undertake meetings	establish local contact with brigades and attempt to get brigades to hold meetings

SERVICE AGREEMENT - SCHEDULE 3 - REVIEW

DISTRICT / TEAM / ZONE: 31026 NORTH WEST Zone & Bogan District Date: 20/11/2008 Implementation Year: 2008-2009

KEY RESULT AREA: Management

KEY STRATEGY 1.1
 Managing our human, financial and physical resources in a safe, competent and accountable manner.
KEY PERFORMANCE INDICATOR(S): [Indicative only for first year]
 % of Audit Business Improvement Requests closed during year.
 % of Audit Corrective Action Requests closed in accordance with Service Standard.
 Reduced average sick leave figure per employee.
 Reduced number of staff with excess recreation leave balances.

Proposed Programs and Actions	Performance Indicators	Current Target Performance	Timeframe	Current Performance	Gap	Reason for Gap	Planned Rectification
3.03C Ensure all brigade and group officers are appointed and authorised to enter premises in accordance with the Service Standards.	% of Group Officer elections conducted at least every 3 years.	2 years and 2 months since last general Group officer election conducted	Quarterly (cumulative)	Not yet due. Elections due June 2009	Nil		Elections due 2009. Requirement for Group Officer now amended to reflect Group Leader Grassland.
3.04A Revise and update Local Government Service Agreement and Schedules (1, 2, 3, 4, 5).	Report on currency of Service Agreement and approval of schedules by Liaison Committee completed by annual target date.	Expiration Date 01/07/2005 of Service Agreement (no extensions).	30-Jul	NWZ - 01/09/2011 New SLA with Bogan Council in Sept 08 for signing after approval of SLA committee	Nil 100%	Extension approved by Commissioner for 12 month period until new SLA finished	Completed and forwarded to Council for signing Sept 08. Going to Nov meeting for approval
3.04B Revise and update Local Government Service Agreement and Schedules (1, 2, 3, 4, 5).	Report on currency of Service Agreement and approval of schedules by Liaison Committee completed by annual target date.	Date of approval by SA committee of Schedules 1,2,3,4,5 XXXXXXX	30-Jul	NWZ - 12/09/2007 New SLA in DRAFT presently with Bogan Council for signing	Nil 100%	Extension approved by Commissioner for 12 month period until new SLA finished	Complete new SLA by 31/12/2008
3.05 Ensure all brigades have adopted the current constitutions.	All brigades using 2006 constitution by due date.	Z number of Y Brigades have current constitutions	Quarterly (cumulative)	19 of 81 Brigades have adopted the new Constitution within the North West Zone and Bogan District	78%	There has been a slight improvement in this period but there is still a reluctance of brigades to adopt the new constitution	Target brigades during community meetings to encourage adoption

SERVICE AGREEMENT - SCHEDULE 3 - REVIEW

DISTRICT / TEAM / ZONE: 31026 NORTH WEST Zone & Bogan District Date: 20/11/2008 Implementation Year: 2008-2009

KEY RESULT AREA: Management

KEY STRATEGY 1.1

Managing our human, financial and physical resources in a safe, competent and accountable manner.

KEY PERFORMANCE INDICATOR(S):

[Indicative only for first year]
 % of Audit Business Improvement Requests closed during year.
 % of Audit Corrective Action Requests closed in accordance with Service Standard.
 Reduced average sick leave figure per employee.
 Reduced number of staff with excess recreation leave balances.

Proposed Programs and Actions	Performance Indicators	Current Target Performance	Timeframe	Current Performance	Gap	Reason for Gap	Planned Rectification
4.02A Develop a range of strategies to manage all forms of staff leave, including: Reducing Sick Leave & excess rec Leave.	Average annual days sick leave per employee.	0 of 5 (total staff) that have more than 5 periods of sick leave per calendar year.	Quarterly (cumulative)	1 member	1		
4.02B Develop a range of strategies to manage all forms of staff leave, including: Reducing Sick Leave & excess rec Leave.	Number of staff with excess recreation leave balances by 30th June 2009.	0 of 5 (total staff) that have excess leave balances by June 2009.	Quarterly (cumulative)	No staff member will have excess leave by June 2009	Nil		
4.09A Provide guidance and support to staff in the performance of their PMPRS work plans.	% staff by location with current work plans.	X of Y (total staff) that have approved work plans.	30-Sep	All Staff member (5 of 5) have an approved work plan	Nil		
4.09B Provide guidance and support to staff in the performance of their PMPRS work plans.	% staff by location with current work plans.	x of y (total staff) that have approved PDP's	Quarterly (cumulative)	-All Staff member (5 of 5) have an approved work plan	Nil		
4.09C Provide guidance and support to staff in the performance of their PMPRS work plans.	% staff by location with current work plans.	X of Y (total staff) that have approved completed quarterly reviews.	Quarterly (cumulative)	All Staff member (5 of 5) have an approved work plan	Nil		

SERVICE AGREEMENT - SCHEDULE 3 - REVIEW

DISTRICT / TEAM / ZONE: 31026 NORTH WEST Zone & Bogan District Date: 20/11/2008 Implementation Year: 2008-2009

KEY RESULT AREA: Management

KEY STRATEGY 1.2
 Improve the RFS's decision-making by developing a culture of valuing and using accurate and accessible information, supported by the continuous improvement of the RFS information and communication systems.

KEY PERFORMANCE INDICATOR(S): [Indicative only for first year]
 Number of months with more than two severity 1 Information Systems (IS) Incidents.
 % of IT Service Desk requests resolved on first contact.
 Target time to deliver Firescanner images from aerial capture to a FCC.
 Service information is accurate, available and timely.
 Service information demonstrably supports tactical, operational, strategic planning and managerial requirements.
 Improvement in IT system responsiveness.
 New systems implemented on time, budget and to required performance specification.
 IT system able to provide required level of performance if impacted by a significant event or disaster.
 % of system downtime reduced.

Proposed Programs and Actions	Performance Indicators	Current Target Performance	Timeframe	Current Performance	Gap	Reason for Gap	Planned Rectification
6.11 Districts and all other units complying with the data compliance requirements for corporate systems.	% level of compliance with corporate data requirements.	% of accurate member date of birth records for DTZ	Quarterly (cumulative)	Coonamble 100% Walgett 50% Warren 50% Bogan 25%	Nil 50% 50% 75%	Reluctance of brigade members to supply information	Direct contact with brigade members to attempt to gain accurate records

SERVICE AGREEMENT - SCHEDULE 3 - REVIEW

Implementation Year: 2008-2009

Date: 20/11/2008

DISTRICT / TEAM / ZONE: 31026 NORTH WEST Zone & Bogan District

[Indicative only for first year]

Proposed Programs and Actions	Performance Indicators	Current Target Performance	Timeframe	Current Performance	Gap	Reason for Gap	Planned Rectification
<p>KEY PERFORMANCE INDICATOR(S): Total number of Service Volunteers. % of invited Volunteers attending Volunteer forums. Monthly % increase in new subscribers to MYRFS. Number of planned meetings cancelled. Service has a positive image with the Parliament and the community. All major incidents are provided with media support.</p>							
5.01A Ensure consultation between DTZ staff and Volunteers through brigade meetings, captains meetings and other forums.	% of Brigade AGMs attended by staff in each DTZ during 2008/09.	X of Y (total brigades) AGMs attended by staff to date	Quarterly (cumulative)	7 of 81	91.4%	59% of brigades have not held AGM. Others have not advised that the AGM was being held	Attempt to get all brigades to hold AGM's on a common time frame and to inform Staff. Try to get brigades to hold AGM's based on Group areas
5.01B Ensure consultation between DTZ staff and Volunteers through brigade meetings, captains meetings and other forums.	Number of Captains' meetings held per DTZ during 2008/09.	X number of Captains meetings held by DTZ to date	Quarterly (cumulative)	Yes total of 7	Nil	This figure does not include the SNAG Meetings which will replace the second Captains meeting each year.	Need to recruit more Group Officers as only 2 for the 17 Group areas to get better Volunteer input
5.01C Ensure consultation between DTZ staff and Volunteers through brigade meetings, captains meetings and other forums.	Number of Senior Management Team meetings held per DTZ during 2008/09.	0 number of SMT meetings held by DTZ to date	Quarterly (cumulative)	Nil	100%		Meeting planned for Feb/Mar 09
5.01D Ensure consultation between DTZ staff and Volunteers through brigade meetings, captains meetings and other forums.	Number of Staff meetings held per DTZ during 2008/09.	X number of staff meetings held by DTZ to date	Quarterly (cumulative)	5 Staff meetings held	Nil		Meetings held monthly

SERVICE AGREEMENT - SCHEDULE 3 - REVIEW

DISTRICT / TEAM / ZONE: 31026 NORTH WEST Zone & Bogan District Date: 20/11/2008 Implementation Year: 2008-2009

KEY RESULT AREA: Management

KEY STRATEGY 1.3
 Improve communication with Volunteers, the community and other key stakeholders via a range of consultative, media relations information and publicity programs.

KEY PERFORMANCE INDICATOR(S): [Indicative only for first year]

- Total number of Service Volunteers.
- % of invited Volunteers attending Volunteer forums.
- Monthly % increase in new subscribers to MyRFS.
- Number of planned meetings cancelled.
- Service has a positive image with the Parliament and the community.
- All major incidents are provided with media support.

Proposed Programs and Actions	Performance Indicators	Current Target Performance	Timeframe	Current Performance	Gap	Reason for Gap	Planned Rectification
5.07 Continue development of MyRFS Volunteer website in order to improve communication with Volunteers.	Number of MyRFS users by December 2008.	x No (Average 100 per DTZ) of volunteers using MyRFS.	Quarterly (cumulative)	44 MyRFS Registered members. Bogan - 7 Coonamble - 11 Walgett - 23 Warren - 3	97%	Lack of interest in rural brigade areas	MyRFS reps invited to local meetings when available

SERVICE AGREEMENT - SCHEDULE 3 - REVIEW

DISTRICT / TEAM / ZONE: 31026 NORTH WEST Zone & Bogan District Date: 20/11/2008 Implementation Year: 2008-2009

KEY RESULT AREA: Operations

KEY STRATEGY 4.1
 Limit the potential damage of lives through effective call taking and dispatch protocols, inter-agency plans, the deployment of a large pool of operational personnel and a network of fire-fighting resources of an appropriate standard.

KEY PERFORMANCE INDICATOR(S): [Indicative only for first year]
 Reduction in property losses including utilities and infrastructure.
 Prevention in loss of life to the public and fire-fighters.
 Prevention in injury to the public and fire-fighters.
 Cost effectiveness of use of resources through improvements in use of resource types.

Proposed Programs and Actions	Performance Indicators	Current Target Performance	Timeframe	Current Performance	Gap	Reason for Gap	Planned Rectification
1.15 Maintain a dedicated 24 hour contact system for the receipt of fire and related incident calls and responses of brigades in: DTZ	% of 000 calls received actioned.	X Number of 000 calls received vs. Y number of calls actioned - use local 000 data for this measure	Quarterly (cumulative)	Complete	Nil		All calls actioned
1.16 Complete the implementation of the Brigade Classification Project.	All brigades classified by due date.	X number of Brigades classified vs. total of Y number of Brigades within District.	Quarterly (cumulative)	81 of 81 Brigades have been Classified within the North West Zone and Bogan District	Nil		
1.19 Review and implement response arrangements and boundary reviews with NSWFB in accordance with Memorandum of Understanding (MOU), Mutual Aid Agreement (MAA) and Joint Planning Strategies.	All MAAs reviewed by FSJSC annually by due date.	????? date of reviewed MAA for Bogan ????? date of reviewed MAA for Zone	31-May	22/03/06 date of reviewed MAA for Bogan 22/03/06 date of reviewed MAA for Zone	Nil		MAA are planned for review in Nov/Dec 2008
1.20 Ensure that competent local Volunteers are nominated for membership of Incident Management Teams as part of Section 52 Operations Plans.	Competency list of Volunteer nominees established and added to register prior to the season at the latest.	X number of volunteers listed on DTZ register of IMT members by 1st September.	Quarterly (cumulative)	1 Volunteer qualified for IMT duties	Nil		To be reviewed and updated with the new S52 Plan

SERVICE AGREEMENT - SCHEDULE 3 - REVIEW

DISTRICT / TEAM / ZONE: 31026 NORTH WEST Zone & Bogan District Date: 20/11/2008 Implementation Year: 2008-2009

KEY RESULT AREA: Operations

KEY STRATEGY 4.3
 Improve the operational effectiveness of Rural Fire Brigades by developing, deploying and maintaining appropriate fire-fighting equipment.
KEY PERFORMANCE INDICATOR(S): [Indicative only for first year]
 Reduction in average damage cost caused by fires.
 Reduction of unavailability caused by equipment failures.

Proposed Programs and Actions	Performance Indicators	Current Target Performance	Timeframe	Current Performance	Gap	Reason for Gap	Planned Rectification
<p>2.13A Inspect, or cause to be inspected, fire-fighting apparatus in the DTZ other than fire-fighting apparatus under the control of the authority responsible for managed land.</p>	Annual inspection undertaken by due date.	X number of Y (RFFF) appliances inspected by end of reporting period	Quarterly (cumulative)	Bogan - 10 T/T and 1 Tanker have been inspected to date	Nil		Inspections are entered as completed
<p>2.13B Inspect, or cause to be inspected, fire-fighting apparatus in the DTZ other than fire-fighting apparatus under the control of the authority responsible for managed land.</p>	% of inspections of fire-fighting appliances recorded on Red Fleet.	X number of Y appliances (RFFF and private) recorded on Red Fleet	Quarterly (cumulative)	Gap in Tanker Trailer fleet in Bogan Shire	75%	Difficulty in arranging inspection dates for all brigades to inspect and register tanker trailers	Alan Bier is continuing to complete this project ASAP with Brigdae assistance
<p>2.13C Inspect, or cause to be inspected, fire-fighting apparatus in the DTZ other than fire-fighting apparatus under the control of the authority responsible for managed land.</p>	% of inspections of other fire-fighting equipment recorded on inventory module of Firezone of the Rural Fire District (or Zone) Service Agreement, or on other legacy recording systems.	All appropriate District equipment recorded on Firezone inventory YES or NO	31-May	No		Much of the Tanker Trailer (T/T) fleet was never captured over the years. 1300lt T/T have been written off in Coonamble and Walgett District but 650lt T/T are still RFS equipment. There is a reluctance of brigade members to have the T/T inspected and hence registered	T/T project underway to try to remedy this area.

SERVICE AGREEMENT - SCHEDULE 3 - REVIEW

Implementation Year: 2008-2009

Date: 20/11/2008

DISTRICT / TEAM / ZONE: 31026 NORTH WEST Zone & Bogan District

Operations

[Indicative only for first year]

KEY RESULT AREA:

Improve the operational effectiveness of Rural Fire Brigades by developing, deploying and maintaining appropriate fire-fighting equipment.

KEY STRATEGY 4.3

Reduction in average damage cost caused by fires.
Reduction of unavailability caused by equipment failures.

KEY PERFORMANCE INDICATOR(S):

Planned Rectification

Reason for Gap

Gap

Inspections are entered as completed

Inspections are entered as completed

Proposed Programs and Actions	Performance Indicators	Current Target Performance	Timeframe	Current Performance	Gap	Reason for Gap
2.14 Ensure that all equipment listed in Schedule 4 of the Service Agreement will be maintained in a serviceable condition in accordance with the Service Standards.	% of equipment maintained within specified conditions.	Inspection date details entered into Red Fleet for all appliances Yes or No and date	Quarterly (cumulative)	Yes	Nil	

2.15 All Service vehicles properly identified using the BF plates and registered using the Red Fleet Management System.	% of vehicles identified.	X number of Y appliances or plant have a BFO plate & registered on Red Fleet	Quarterly (cumulative)	NWZ - All tankers are BFO plated Bogan Coonamble, Walgett and Warren - Still a number of tanker trailers to be recorded and BFO plated	75%	Difficulty in arranging inspection dates for all brigades to inspect and register tanker trailers
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2.18A Finalise program to replace all Service funded petrol Firefighting appliances.	Program developed & approved by target date.	Replacement information put into Red Fleet - Yes or No	Quarterly (cumulative)	Yes	Nil	
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2.18B Finalise program to replace all Service funded petrol Firefighting appliances.	All Service petrol fire tankers decommissioned by due date.	X No of petrol tankers still in Red Fleet (Council, RFS, Brigade)	Quarterly (cumulative)	1 Private unit in Burren Junction Brigade. NO Service petrol units in fleet	Nil	
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Alan Bier is continuing to complete this project ASAP with Brigdae assistance

REVIEW PERIOD: Dec 2007

DATE:

REVIEWER'S SIGNATURE:

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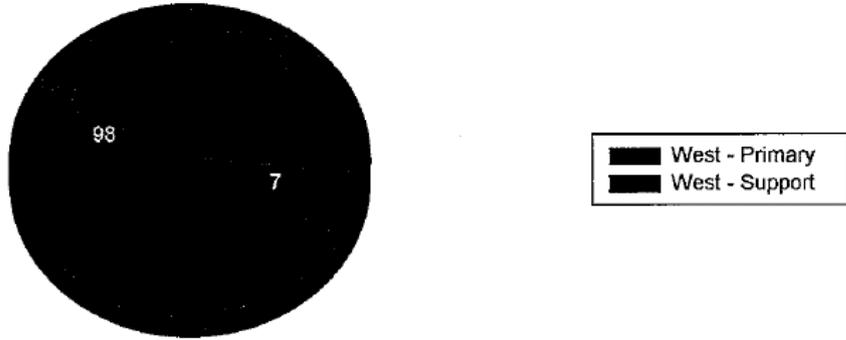
WALGETT SHIRE COUNCIL AGENDA

Attendances By Date - 1/7/2008 to 9/12/2008								
Primary and support FIRS Reports. In/out area only for primaries. Includes unattached support reports								
Region	Zone	District	Brigade	Total	Incident Type		Own/Out Of Area	
					Prim	Supp	Own	Out
State Total				105	98	7	96	2
West				105	98	7	96	2
NORTH WEST TEAM				105	98	7	96	2
BOGAN FCC				16	15	1	15	0
BABINDA				0	0	0	0	0
BALGAY - BOGAN				0	0	0	0	0
BOBADAH				0	0	0	0	0
BOGAN FCC				1	0	1	0	0
COOLABAH				3	3	0	3	0
DUCK CREEK				0	0	0	0	0
EAST BOGAN				0	0	0	0	0
GIRILAMBONE				1	1	0	1	0
GUNDAUR				0	0	0	0	0
GUNNINBAR CREEK				0	0	0	0	0
HERMIDALE				0	0	0	0	0
HONEYBUGLE				0	0	0	0	0
MIANDETTA				0	0	0	0	0
MOONAGEE				0	0	0	0	0
MUDAL				0	0	0	0	0
MULLENGUDGERY				0	0	0	0	0
MURRAWOMBIE				0	0	0	0	0
NYNGAN HEADQUARTERS				11	11	0	11	0
WEST BOGAN				0	0	0	0	0
COONAMBLE FCC				29	29	0	29	0
BILLEROY				0	0	0	0	0
BOURBAH				0	0	0	0	0
CALGA				0	0	0	0	0
COMBARA				0	0	0	0	0
COONAMBLE FCC				0	0	0	0	0
COONAMBLE HEADQUARTERS				18	18	0	18	0
GILGOOMA				0	0	0	0	0
GULARGAMBONE				10	10	0	10	0
GUMIN				0	0	0	0	0
HOLLYWOOD				0	0	0	0	0
MOWLMA - COONAMBLE				0	0	0	0	0
MT TENANDRA				0	0	0	0	0
MUNNA MUNNA				0	0	0	0	0
MYALL RIDGE				0	0	0	0	0
NEBO				0	0	0	0	0
NEDGERA				0	0	0	0	0
PINE GROVE				0	0	0	0	0
QUAMBONE				0	0	0	0	0
QUAMBONE VILLAGE				1	1	0	1	0
SHINGLE HUT				0	0	0	0	0
TERIDGERIE				0	0	0	0	0
WILLOW DOWNS				0	0	0	0	0

WALGETT SHIRE COUNCIL AGENDA

Attendances By Date - 1/7/2008 to 9/12/2008								
Primary and support FIRS Reports. In/out area only for primaries. Includes unattached support reports.								
Region	Zone	District	Brigade	Total	Incident Type		Own/Out Of Area	
					Prim	Supp	Own	Out
			WYCOMBE	0	0	0	0	0
			YOUIE	0	0	0	0	0
			WALGETT FCD	51	46	5	46	0
			ALLAWA	0	0	0	0	0
			ANGLEDPOOL - WALGETT	1	0	1	0	0
			BARWON - WALGETT	0	0	0	0	0
			BEANBRI	0	0	0	0	0
			BOOROOMA	0	0	0	0	0
			BURREN JUNCTION	3	3	0	3	0
			CARINDA RURAL	1	1	0	1	0
			CARINDA TOWN	0	0	0	0	0
			COLLARENEBRI RURAL	0	0	0	0	0
			COLLARENEBRI TOWN	6	6	0	6	0
			COME BY CHANCE	0	0	0	0	0
			CUMBORAH RURAL	0	0	0	0	0
			CUMBORAH VILLAGE	0	0	0	0	0
			DUNGALLEAR	0	0	0	0	0
			EUROKA	0	0	0	0	0
			GINGHET	0	0	0	0	0
			GINGIE	0	0	0	0	0
			GLENGARRY/GRAWIN	2	0	2	0	0
			LIGHTNING RIDGE HQ	17	15	2	15	0
			LIGHTNING RIDGE RURAL	0	0	0	0	0
			MOONIE RIVER	0	0	0	0	0
			MOWLMA - WALGETT	0	0	0	0	0
			POKATAROO	0	0	0	0	0
			ROWENA	0	0	0	0	0
			WALGETT FCD	0	0	0	0	0
			WALGETT HEADQUARTERS	21	21	0	21	0
			YARRALDOOL	0	0	0	0	0
			WARREN FCC	9	8	1	6	2
			BUCKIINGUY LEMONGROVE	0	0	0	0	0
			BUTTABONE	0	0	0	0	0
			CENTRAL - WARREN	7	6	1	4	2
			COLLIE	0	0	0	0	0
			EWENMAR	0	0	0	0	0
			GILLENDOON YARRANDALE	1	1	0	1	0
			GLENCOE - WARREN	0	0	0	0	0
			GRADGERY	0	0	0	0	0
			MARTHAGUY	0	0	0	0	0
			MUMBLEBONE	0	0	0	0	0
			NEVERTIRE	1	1	0	1	0
			NOONBAH	0	0	0	0	0
			NORTH AREA	0	0	0	0	0
			PIGEONBAH	0	0	0	0	0
			WARREN FCC	0	0	0	0	0

Primary/Support Attendances by Region



9. WALGETT LOCAL EMERGENCY MANAGEMENT COMMITTEE

REPORTING SECTION: Rural Infrastructure & Support Services

AUTHOR: Ian Taylor - Director Rural Infrastructure & Support Services

FILE NUMBER: 135/02/01/03

Summary:

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

Discussion (including issues and background):

This report provides Council with the minutes of the October 2008 meeting.

Relevant Reference Documents:

Walgett local Emergency Management Committee Minutes, 8 October 2008

Stakeholders:

All emergency response agencies
All persons in Walgett Shire

Financial Implications:

Nil

Recommendations:

That Council note the minutes of the Walgett Local Emergency Management Committee meeting held 8 October 2008.

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

The following are minutes of the Walgett Local Emergency Management Committee Meeting held on Wednesday, 8 October 2008, commencing at 9.10 am in the Walgett Police Station Meeting Room.

1. PRESENT

Superintendent Mark Gallagher	Castlereagh LAC – NSW Police Force
Chief Inspector Bob Noble	Castlereagh LAC – NSW Police Force
Stuart Davies	District Emergency Management Officer – NSW Police Force
Ian Taylor	Local Emergency Management Officer – Walgett Shire Council
Peter Holcombe	Captain - Burren Junction Volunteer Rescue Association
Myles Parker	Department of Primary Industries
David Monk	Region Controller - State Emergency Service
David Felton	Superintendent - New South Wales Fire Brigades – Regional West 1
Donnah Nicholls	New South Wales Ambulance
Natalie Dunstan	Minute Secretary – NSW Police Force

2. APOLOGIES

Greg Lewis	Inspector - NSW Fire Brigades – Regional West 1
Bev Mills	Nurse Manager - Lightning Ridge Health Service
Julie Marshall	Local Controller – State Emergency Services
Peter Smith	Range Land Management Officer – DIPNR
Rodney Thorne	Captain New South Wales Fire Brigade - Walgett
John Bevan	Captain New South Wales Fire Brigade – Lightning Ridge
Tony Place	New South Wales Rural Fire Service
Fred Coralde	Director Urban Infrastructure Services

3. WELCOME AND INTRODUCTION

Superintendent Gallagher welcomed those representatives of the Emergency Services that were in attendance and introduced himself and Chief Inspector Noble to everyone.

Superintendent Gallagher acknowledged that it had been some time since a Local Emergency Management Committee Meeting had been convened, however thanked those people in attendance and noted that he looked forward to working with the Emergency Services to ensure that the Local Emergency Management Committee was functional and addressing all matters that it should be.

4. MINUTES OF THE PREVIOUS MEETING – 29 NOVEMBER 2007

It was noted that the minutes of the Local Emergency Management Committee Meeting held on 29 November 2007 had been circulated some time ago, however the minutes were not adopted at this meeting due to there being no-one in attendance from the previous meeting.

5 BUSINESS ARISING FROM THE MINUTES – 29 NOVEMBER 2007

5.1 EMERGENCY RISK MANAGEMENT REPORT

It was resolved at the meeting held on 29 November 2007 that the Emergency Risk Management Report is presented to the District Committee for their comments.

Mr Stuart Davies advised that this had not occurred.

The Committee were advised that Walgett Shire Council had previously received a grant to carry out an Emergency Risk Management Study and Mr Jeff Austin of Scarabworks was engaged by Council to complete this report in consultation with key stakeholders.

A workshop was convened by Mr Austin and the relevant consultation held and then following this process the document should have been forwarded to the District Emergency Committee to enable them to verify the contents of the report and comment if required. The Report would then be forwarded to the Walgett Shire Council for endorsement, back to the Local Emergency Committee and then the final report forwarded to the District Emergency Management Committee.

It was agreed that Mr Ian Taylor of Walgett Shire Council obtain a copy of the Emergency Risk Management Report prepared by Mr Jeff Austin and circulate to the Local Emergency Management Committee members prior to the next Local Emergency Management Committee Meeting.

ACTION:

That Mr Ian Taylor arrange for the distribution of the Emergency Risk Management Report to be forwarded to all members of the Local Emergency Management Committee prior to the next meeting.

5.2 EMERGENCY OPERATIONS CENTRE

It was discussed at the previous meeting that the Walgett Police Station Meeting Room be used as an Emergency Operations Centre. There had been no further action taken regarding this matter.

The Committee discussed options for an Emergency Operations Centre and agreed that the meeting room located at the Walgett Police Station was the most feasible option.

Following further discussions it was agreed that the primary Emergency Operations Centre be the meeting room located at the Walgett Police Station and that the Walgett Shire Council Chambers be the alternative option should the primary Emergency Operations Centre not be suffice.

ACTION:

- 1. That the New South Wales Police Force provide a letter of approval for the use of the meeting room located at Walgett Police Station as an Emergency Operations Centre if and when required.**
- 2. That an Emergency Operations Centre Exercise be convened early in 2009 through Mr Stuart Davies.**
- 3. That the Local Emergency Management Committee develop Standard Operating Procedures for the use of the Emergency Operations Centre.**
- 4. That the Walgett Shire Council Chambers be designated secondary / backup Emergency Operations Centre.**

5.3 LOCAL DISASTER PLAN (DISPLAN)

It was resolved at the meeting held on 29 November 2007 that the Local Disaster Plan is adopted.

The Committee discussed the above recommendation and noted that the DISPLAN that was being referred to did not meet the requirements set out for the Local Disaster Plan.

Mr Davies informed the Committee that some time ago a meeting was held where Mr Jeff Austin of Scarabworks tabled a Local Disaster Plan that he had compiled, however the details set out in the plan were not sufficient.

The Local Emergency Management Committee spend a considerable amount of time working on the amendments to the Plan, however the previous General Manager of Walgett Shire had not progressed this matter any further.

The Committee acknowledged that completion of the Local Disaster Plan was a high priority and that action should be taken to ensure that all matters are up-to-date and meet the requirements for the format of a Disaster Plan.

The Committee agreed that the most latest version of the Local Disaster Plan (excluding the Plan developed by Mr Jeff Austin) be circulated to the Local Emergency Management Committee for comments and that all responses be compiled for consideration at the next meeting.

ACTION:

1. That the New South Wales Police Force arrange for the latest version of the Local Disaster Plan (excluding the copy prepared by Mr Jeff Austin) to be circulated to members of the Local Emergency Management Committee and for comments regarding the Plan to be returned to the Police.
2. That Local Emergency Management Officer, Mr Ian Taylor, Chief Inspector Bob Noble and District Emergency Management Officer, Mr Stuart Davies coordinate the update of the Local Disaster Plan, once all feedback has been received.

6. GENERAL BUSINESS

6.1 EMERGENCY MANAGEMENT TRAINING

Chief Inspector Bob Noble informed the Committee that consultation was being held between himself and the Castlereagh Local Area Command's Education and Development Officer, Senior Constable Stevens regarding Emergency Management Training.

Arrangements are currently being made for this training to occur in the near future.

Chief Inspector Noble encouraged the Emergency Services to develop networks and welcomed everyone to liaise with him should the need arise or if anything was required.

6.2 AERODROME EXERCISES

Discussions were held regarding Aerodrome Emergency Exercises for both Lightning Ridge and Walgett and whether they were due to be convened. Local Emergency Management Officer, Mr Ian Taylor advised that he will make enquiries regarding the necessary requirements and report back to the Committee.

ACTION:

That Local Emergency Management Officer, Mr Ian Taylor makes enquiries regarding the necessary requirements for Emergency Exercises to be held at both the Lightning Ridge and Walgett Airports and report back to the Committee.

6.3 OVERVIEW ON LOCAL EMERGENCY MANAGEMENT COMMITTEES

District Emergency Management Officer, Mr Stuart Davies advised that a pro-forma will be developed and circulated in the New Year to assist with the coordinating of Local Emergency Management Committee Meetings and to ensure that the Committee's are focussing on the core business.

Mr Davies provided an extract from the State Emergency and Rescue Management Act 1989, outlining the functions of a Local Emergency Management Committee.

A copy of this has been attached to the Minutes for reference.

Mr Davies also advised that there were a number of funding opportunities that area available from time to time and that it was important for the Committee to identify Emergency Risk Management Strategies to enable application to be made through the Walgett Shire Council for the Commonwealth Government Funded Grants when available.

The Committee noted that when the Local Disaster Plan and Emergency Risk Management Plan are completed, then matters can be addressed to identify what maybe lacking or is required.

ACTION:

That the Local Emergency Management Committee consider any funding opportunities when they become available (usually in January and February of each year), which could include a video conferencing facility.

6.4 INTRODUCTION FROM LOCAL EMERGENCY MANAGEMENT OFFICER

Mr Ian Taylor introduced himself as the Local Emergency Management Officer and his substantive role as the Director of Rural Infrastructure at Walgett Shire Council.

Mr Taylor advised that he is responsible for roads, fleet, Council Depot and Store and Emergency Services.

Mr Taylor also informed the Committee that Mr Fred Coralde will be nominated as the alternate Local Emergency Management Officer. Mr Coralde's substantive role is Director of Urban Infrastructure Services with Walgett Shire Council where he is responsible for water, levee banks, infrastructure etc.

6.5 COMMENTS FROM DISTRICT EMERGENCY MANAGEMENT OFFICER

Mr Stuart Davies informed the Committee that the District Emergency Committee were encouraging everyone to ensure that DISPLANS and any other relevant plans were available and used in an electronic form.

Mr Davies sought assistance from the Local Emergency Management Committee for all available plans to be compiled and stored electronically for ease of retrieval.

Mr Davies advised that he had a requirement to undertake at a District Level matters pertaining to emergency risk management, emergency risk management reports, local disaster plans and ensuring that emergency services were working simultaneously.

The Committee noted that a number of agencies were working on reviews etc of certain plans and future planning requirements and Mr Davies encouraged Emergency Services to look at the reviews which may assist when planning emergency exercises.

Mr Davies advised that he would be attending the District Emergency Management Officer's Conference on 21 October 2008 where a debrief will be provided on reviews carried out to date and how well or not well Emergency Management is operating.

6.6 INTRODUCTION FROM SUPERINTENDENT DAVID FELTON – NSW FIRE BRIGADES

Superintendent David Felton introduced himself and informed the Committee that he was responsible for overseeing Brigades in both Lightning Ridge and Walgett.

Mr Felton advised that there were no significant matters that needed to be addressed, however did mention the recent Hazmat at Collarenebri and how all agencies that responded had worked well together.

Mr Felton informed the Committee that for some time there had been a dual response arrangement between the New South Wales Fire Brigades and State Emergency Service, however this had recently ceased and the State Emergency Service now stands alone as the primary response.

The Committee were informed that the Captain of the Walgett Brigade had been undertaking training, including Fire Investigation Training which will be beneficial within the township.

6.7 INTRODUCTION FROM DAVID MONK – REGION CONTROLLER STATE EMERGENCY SERVICE

Mr David Monk introduced himself and informed the Committee that he was the Region Controller of the State Emergency Services which involved him overseeing five State Emergency Service Units within the Walgett Shire.

Mr Monk advised that the State Emergency Service were working a number of matters including the review of plans, progression of training plans / arrangements, pre incident planning etc.

Mr Monk was keen for the Local Emergency Management Committee to be once again operational and looked forward to working with the Committee.

6.8 INTRODUCTION FROM MYLES PARKER – DEPARTMENT OF PRIMARY INDUSTRIES

Mr Myles Parker introduced himself and advised that he has three staff being a Livestock Officer, Secretary and Agronomist.

6.9 INTRODUCTION FROM PETER HOLCOMBE – CAPTAIN BURREN JUNCTION VRA

Mr Peter Holcombe introduced himself and advised that the Burren Junction Volunteer Rescue Association has a total of fifteen members and was the only volunteer unit within the Shire.

Mr Holcombe sought assistance from the Local Emergency Management Committee for police radios to be installed in the Burren Junction VRA Vehicle.

The Committee supported the request for a police radio to be installed in the Burren Junction VRA Vehicle. Mr Stuart Davies informed Mr Holcombe that he will make the necessary enquiries with the Radio Technician at Dubbo and report back as soon as possible.

Mr Holcombe also welcomed the opportunity for the Burren Junction Police Officer to come along to a training evening to meet the members and to establish a network between members and himself.

ACTION:

1. That District Emergency Management Officer, Mr Stuart Davies makes enquiries with the Dubbo Radio Technicians regarding the supply of a Police Radio to the Burren Junction VRA Vehicle and that this radio if supplied have coverage of Walgett Shire, Wee Waa, Pilliga and Gwabegar areas.
2. That Chief Inspector Noble makes arrangements with Constable Shaun Forrester of Burren Junction Police Station to meet with Burren Junction VRA when available to establish a network.

7. NEXT MEETING

The next meeting of the Local Emergency Management Committee will be held on 11 February 2009 in the Walgett Police Station Meeting Room, commencing at 10.00 am.

There being no further business the meeting closed at 10.11 am.

**EXTRACT: State Emergency & Rescue Management Act 1989 (as amended)
EMERGENCY MANAGEMENT AT LOCAL LEVEL:**

28 Local Emergency Management Committees

- (1) There is established by this Act a Local Emergency Management Committee for each local government area.
- (2) Each such Committee is to consist of:
 - (a) a senior representative of the council of the relevant local government area nominated by that council, who is to be the Chairperson of the Committee, and
 - (b) a senior representative of each emergency services organisation operating in the relevant local government area, and
 - (c) representatives of such organisations providing services in functional areas in the relevant local government area as the council of that area may from time to time determine, and
 - (d) the Local Emergency Operations Controller for the relevant local government area.
- (3) The Chairperson of a Committee is to be a person who has the authority of the council to co-ordinate the use of the council's resources in the prevention of, preparation for, response to and recovery from emergencies.
- (4) (Repealed)
- (5) The representative of an organisation is to be nominated by the organisation.
- (6) (Repealed)
- (7) Schedule 2 has effect with respect to the members and procedure of a Local Emergency Management Committee.

29 Functions of Local Emergency Management Committees

- (1) A Local Emergency Management Committee is responsible for the preparation of plans in relation to the prevention of, preparation for, response to and recovery from emergencies in the local government area for which it is constituted.
- (2) In the exercise of its functions, any such Committee is responsible to the relevant District Emergency Management Committee.

30 Local Emergency Operations Controller

- (1) The District Emergency Operations Controller is to appoint a Local Emergency Operations Controller for each local government area.
- (2) The person appointed must be a police officer stationed within the district (established under section 21) in which the local government area is located.
- (3) The person appointed must, in the opinion of the District Emergency Operations Controller, have experience in emergency management.

31 Functions of Local Emergency Operations Controller

- (1) The Local Emergency Operations Controller for an area is, subject to this section, responsible for controlling in accordance with this Act the response to an emergency that affects only that area.

(1A) The Local Emergency Operations Controller is not responsible for controlling the response to an emergency if there is a single combat agency primarily responsible under Displan for controlling the response to the emergency, unless the Controller assumes that responsibility in accordance with subsection (1B).

(1B) The Local Emergency Operations Controller may assume responsibility for controlling the response to an emergency from the combat agency primarily so responsible under Displan if:

- (a) the State Emergency Operations Controller is satisfied that it is necessary to do so in the particular circumstances of the case, and
- (b) the combat agency has requested or agreed to the Local Emergency Operations Controller assuming that responsibility or, in the case of any disagreement on the matter, the Minister has directed the Local Emergency Operations Controller to do so.

(1C) The Local Emergency Operations Controller is not responsible for controlling the response to an emergency for which the State or District Emergency Operations Controller has assumed responsibility.

(2) The Local Emergency Operations Controller may, if responsible for controlling the response to an emergency, issue directions to agencies who have functions in connection with responses to the emergency.

(2A) The Local Emergency Operations Controller may assist a combat agency that is primarily responsible for controlling the response to an emergency in carrying out that responsibility.

(3) The functions of the Local Emergency Operations Controller may be exercised without the need for a declaration of a state of emergency, but during a state of emergency the exercise of those functions is subject to Division 4.

(4) The Local Emergency Operations Controller is to establish and control a local emergency operations centre.

(5) The Local Emergency Operations Controller is subject to the direction of the relevant District Emergency Operations Controller.

32 Councils to provide executive support for Local Emergency Management Committee and Operations Controller

(1) A council is to provide executive support facilities for the Local Emergency Management Committee and the Local Emergency Operations Controller in its area.

(2) The principal executive officer is to be known as the Local Emergency Management Officer.

14. Reservation of items for Debate

15. Report of Officers

10. CARINDA PRECINCT COMMITTEE MEETING MINUTES

REPORTING SECTION: General Manager
AUTHOR: Ray Kent - General Manager
FILE NUMBER: 135/02/01/03

Summary:

Minutes of meetings of external bodies and groups whose activities and deliberations are of relevance to Council are included in the Business Paper for noting and, where appropriate, discussion.

Discussion (including issues and background):

The Minutes of the meeting of the Precinct Committee held 16th October 2008, are attached. The Director, Urban Infrastructure Services will provide a progress report on matters raised by the Committee at the Council Meeting, which is being held at Carinda.

Relevant Reference Documents:

Nil

Stakeholders:

Residents of Carinda

Financial Implications:

Nil

Recommendation:

That the Minutes be noted.

Attachments: Minutes of the meeting of the Precinct Committee held 16th October 2008.

Carinda Community Meeting held on 16th October, 2008 at 2pm.

PRESENT: Peg Rankmore, Vic Weber, Helen Weber, Gloria Barton, Yvonne Lewis, Pat Regan, Cheryl Yow, Margaret Johnstone, Marie Draper, Judy Warnock, Tony Woods, John McLennand, Bek Radburn.

Council representatives : Gai Richardson, Danielle Osborne

APOLOGIES: Fred Coralde, Dominic Warnock, Michael Barton, Linda, Donna, Rhonda, Shannon McLelland.

SUMMARY

Margaret Johnstone rang to ask if Fred Coralde and Gai Richardson could meet with the community about the erection of the amenities block in the park opposite the hotel.

BACKGROUND.

- Meetings had been held previously with Council about the need for an amenities block in the actual village due to the increase in tourism and heavy transport operators who were now stopping in the village.
- A site was selected in the park adjacent to water and power
- The committee had discussed options for waste disposal eg septic v environmentally friendly options
- A prefabricated amenities block was purchased a number of years ago for this project and is sitting at the Council depot
- The community understood from meetings with previous Council management that the block of land next door, which has since been sold for unpaid rates, could possibly be resumed and allocated for an extension to the park
- They believe the purchaser now wants to sell the block – and are aware that Council cannot divulge the owners details but would like to know the process they can follow to find out if it is for sale and for how much and if Council could source any funds to assist with the purchase if it is an option
- They also believe that the boundary alignments need checking as they understand the southern side of the shelter in the park is actually on the boundary and the boundary of the house next door should be further north than the actual fenceline
- The committee have developed the park into an impressive facility for a small village

CURRENT ISSUES

- Tourism has increased through the village – with people coming through most days in autumn and winter looking for an amenities block – there can be up to 6-8 caravans stopped at the park at a time
- The owner of the store allows them to use her toilet – but is concerned about insurance and litigation – and she cannot leave her shop to check etc.
- The Macquarie Marshes attract visitors from all over the world and uni students visit the area to do surveys regularly.

- A circuit has been developed from Willie Retreat (a caravan and camping facility) via Quambone, Carinda and back to Willie Retreat and the hamburgers from the Carinda Shop have a very good reputation which is encouraging more tourists to stop for meals
- They understand that three rural properties nearby on the Macquarie River have recently been bought by National Parks and Wildlife and believe that this purchase will increase tourism in the area.
- Heavy stock and machinery operators also pass through the village and stop to use facilities – some also camp the night in their trucks
- The Council has identified the amenities block at the oval as public toilets – but the community all agreed it is too far out of town, are generally in poor condition, and all travellers stop adjacent to the park.
- On checking these facilities - they were in poor condition, not clean and have swallows nesting in them. There is no path to the ladies – so we walked in mud to check it.
- The committee suggested that the oval and racecourse amenities be kept locked and, if erected, the amenities block in the park be the amenities facility that are left open and cleaned on a regular basis for appropriate access for travellers visiting the Carinda area.

OTHER ISSUES RAISED:

- The men's toilet at the racecourse is not easily accessible for older people.
- Need to clarify who cleans the town hall and race club toilets – the Council worker or the committee. The committee advised they have been cleaning both. The Council worker stated that cleaning the town hall toilets is actually in her job description.
- There are holes in the road in front of the hotel and the school that need fixing.

FUTURE TOURISM STRATEGIES

- The committee would like Interpretive Signage of the area including history etc (similar to what Quambone have)
- They are interested in establishing a walking tour of Carinda identifying places of interest such as the old bush nurses, bakers post office etc
- They would like a designated camping area identified – it was suggested that the oval area would be ideal for this (There will be 10-15 caravans camped at Carinda over the Christmas period as the Salvation Army have Carinda in their itinerary for Christmas Celebrations)

11. COLLARENEBRI PRECINCT COMMITTEE MEETING MINUTES

REPORTING SECTION: General Manager
AUTHOR: Ray Kent - General Manager
FILE NUMBER: 135/02/01/03

Summary:

Minutes of certain bodies whose activities and deliberations are of relevance to Council are brought to the attention of Councillors by their inclusion in the Business Paper.

Discussion (including issues and background):

The Minutes of the Precinct Committee meeting held 13th January 2009 are attached. Specific matters raised in the letter are as follows:

1. Fire checks of all blocks in Collarenebri - awaiting correspondence from the Committee
2. Sealing of Landing Strip - Council is lodging a second application in mid March for matching Federal Government funding under the Remote Airfields Safety Program for sealing the airfield and upgrading the lighting. Matching funds are provided in the current budget. The first application was not successful.
3. Lighting of tennis courts - funds are not provided in the Budget for this project. Cost estimates will be prepared for consideration in the 2009/10 Budget.
4. Bitumen be re-established on both sides of the western corner of Wilson and Herbert Streets - funds will be provided in the Draft 2009/10 budget.
5. Purchase of organ - it is hoped to have a response to this matter available at the Council meeting.

Relevant Reference Documents:

Nil

Stakeholders:

Residents of Collarenebri

Financial Implications:

No immediate implications.

Recommendation:

That the Minutes be received and a copy of this report provided to the Committee.

Attachments: Minutes of the meeting of the Committee held 13th January 2009.

Minutes of the Collarenebri Precinct Committee Meeting

Held at the Collarenebri Club
13th January, 2009 at 7.30 p.m.

Present: Laura Simpson, Carol & Kelly Smith, Robert Greenaway, Margaret Bow, Richard & Shirley McGrath, Gae Coleman, Heather White

Apologies: Jill Ramien, Christy Thomas, Vida Fielding. Moved Margaret Bow seconded Shirley McGrath that apologies be received & granted leave of absence. Carried

Election of Office Bearers: Due to Robert Greenaway being elected as a Councillor Laura Simpson was elected Chairperson & Margaret Bow Secretary.

Minutes of Previous Meeting: Moved Robert Greenaway seconded Carol Smith that the minutes of the previous be accepted. Carried

Business Arising: Nothing has been done about the old shed in the lane between Wilson & Church Street. It was resolved that a letter be written to the General Manager of Walgett Shire Council to get the Ranger & Fire Captain to do fire & safety checks of all blocks in Collarenebri.

General Business : It was resolved that letter be written to Walgett Shire requesting that consideration be made in the next budget to "upgrade the filtered water system of the town."

Concern is held about the sealing of the landing strip at the airport. Will there be any action in the near future?

Some time ago a sum of \$75,000 was allocated in the budget to fence the tennis courts re-install the lighting. The fencing has been completed but there is no lighting. It is too hot during the day in the summer time to play tennis & most times the people can only play at night because of work commitments.

The committee asked "when will the bitumen be re-established on both sides of the western corner of Wilson & Herbert Streets . This is a school bus stop & prior to the road works being done had bitumen paving."

Some months ago Walgett Shire Council was asked if they would consider purchasing the organ which has been housed at the Town Hall for some years & although it was stated that it would looked into nothing has been actioned. This organ is the property of Mesdames Stella Kable & Claire Copeman if Council does wish to purchase same it will be necessary to moved it Mrs Kable's home.

It was resolved that the committee will meet on the second Tuesday of every second month.

There being no further business the meeting closed at 8.50 p.m.

Marg Bow
Hon. Secretary

12. AUSTRALIA DAY 2009

REPORTING SECTION: General Manager
AUTHOR: Ray Kent - General Manager
FILE NUMBER: 120/06/00/00

Summary:

This report provides an overview of Council's Australia Day 2009 celebrations.

Discussion (including issues and background):

Council's Australia Day celebrations were held at the Walgett District Sporting Club. A free breakfast (approximately 120 served) was available from 8.30 am and formal proceedings commenced at 10.00 am.

The occasion was hosted by the Mayor and Yvonne Woodcock. Council was represented by Councillors Smith, Murray and Martinez. The General Manager was MC for the occasion and he was assisted by staff Jodie Gates and Mardi Remond.

The Australia Day Ambassador, Mary-Ruth Mendell, was accompanied by her husband Julius. The Ambassador arrived on Sunday evening and was kindly home hosted by Rae and Nigel Cochrane of "Glendale", who also organised a welcome barbecue. Following the official function, Mary-Ruth and Julius were taken on a tour of the Opal Fields and Lightning Ridge. The Australia Day Address of the Ambassador is attached.

Australia Day Awards were presented by the Mayor and Ambassador. There were 23 nominations received for Awards and the winners were as follows:

1. Young Sportsperson of the Year - Joe Yeomans
2. Sportsperson of the Year - Melissa Ozoux
3. Sports Team of the Year - Rowena Public School Touch Football Team
4. Consistent Community Service Award - Petrina Brown
5. Community Event of the Year - Walgett Rugby Club's 50 Year Anniversary Celebration
6. Senior Citizen of the Year - Yvonne Muller
7. Young Citizen of the Year - Robert Martinez
8. Citizen of the Year - Melissa Ozoux

The Judging Panel for the Australia Day Awards comprised: the Mayor (Chairperson); Councillors Smith and Murray; Mr John McGovern; Ms Margaret Bow; Mrs Jocelyn Cameron; Mrs Marion Ward and Mrs Shirley Mitchell.

Only positive comments were received regarding the Celebration.

The 2010 celebration will be held at Collarenebri.

Relevant Reference Documents:

Nil

Stakeholders:

Walgett Shire community

Financial Implications:

Nil

Recommendation:

That the report be received

Attachments: Australia Day Speech delivered by Ambassador Mendell

Australia Day Speech delivered by Ambassador Mendell

Australia Day Speech – Walgett Shire Council, 2009

I wish to acknowledge the Traditional Owners of the place where we come together today. I pay respect to their elders and to their culture - the oldest living culture in the world.

I am delighted to be here.

I thank the Australia Day Council of New South Wales and the Australia Day committee here in Walgett for the opportunity to celebrate Australia Day with you today. I also thank all of you for coming.

This Australia Day marks the 20th anniversary of the Australia Day Program. The Woolworth's sponsored programme originally began with 9 Australia Day Ambassadors. It has steadily grown to now take place in every state and territory across the country.

This year there will be 5,000 different locations holding similar celebrations to the one we are having here. People will be attending breakfast BBQs, having street get togethers, attending citizenship and community recognition awards ceremonies and generally having a day off to enjoy being an Aussie.

Australia Day is a time to **celebrate** and **reflect on** who we are and what we have achieved. It is also right that we **contemplate** on how we can strengthen each of our communities.

What steps will each of us decide to take to add strength to our communities?

We have plenty to celebrate.

Our nation has many substantial achievements.

During the past 200 years or so we have gone from a collection of convict colonies (but not in South Australia) to a modern and vibrant society which embraces democratic principles and a "fair go" attitude.

We have produced world leaders in agriculture, science, engineering, medicine, business and the arts.

We punch above our weight on the international stage in trade and sport.

We not only have the priceless gift of the oldest living culture but a landform of great diversity and beauty sculptured over millions of years.

Our country is amongst the most desirable countries to live in the world.

What also makes the place so desirable is the range of Aussie traits. We all probably have our favourite.

My favorite is the way we talk and communicate with each other.

Being a speech pathologist and the chair of The Australian Literacy and Numeracy Foundation, I am interested in how well we talk, read and write!

My husband, Julius, is a barrister – talking goes with the territory!

I mention this because the way people commonly talk is a window into their community.

Don't the words and phrases that we choose to use tell us something about the influences on our lives?

Each year the Macquarie Dictionary on line resource runs a competition to identify the new words and phrases that have crept into our Australian language during the year.

What do these new words and phrases tell us about ourselves? How does the way we talk reflect what is going on in our time right now?

In 2007 the winner was:

"pod slurping",

which means the process of "Downloading" large quantities of data to "**MP3 players**" (the latest version of the record player) or "**memory sticks**" (an electronic filing cabinet the size of a stick of chewing gum).

The people's choice was -

"password fatigue"–

which means that we have too many passwords to remember.

In 2008 there are 85 new words and phrases up for consideration. The winner will be announced the first week of February.

In America the 2008 Word of the Year is **hypermiling** (attempting to maximize petrol mileage by making fuel-conserving adjustments to one's car and one's driving techniques).

Any **hypermilers** amongst you today?

These are some of the contenders for the Australian word of the year.

Let me attempt to put the words into a little story to help illustrate.

"It was the night before Australia Day.

*The **mockbuster** I was watching (i.e. a low budget movie) was boring so I logged on to the **Click and Mortar** site (i.e. is a company which operates on line and offline. It has a web site and a physical store) to do some **shwapping** (i.e. a combination of shopping and swapping on an online exchange site).*

*My **Wii shoulder** was killing me (i.e. a painful shoulder from excessive playing of virtual computer games.)*

*"Hmm," I say to myself. I am going to give in to my **textaholic** tendencies (a person who excessively texts) and tell my **BFF** (Best Friend Forever) about the **frenamy** (a person who pretends to be a friend but is really an enemy) who said I was a **salad dodger** (an overweight person).*

A crisis occurs though.

My mobile phone doesn't work!

*I spin out into a **nomophobic** attack (i.e. the state of anxiety aroused from no mobile phone contact) and have to calm myself by visualising a selection of **global commons** (i.e. is parts of the world not owned by a particular person or state such as the oceans, atmosphere, outer space).*

*As my nerves settle, I think about the **Generation Z** – all those born in the 2000's. (they are characterised by being at ease with computers, online and mobile communication. They can “multi task” and already they influence their **helicopter parents**’ purchasing decisions.)*

*“Yes” I think to myself, Australia will be in good hands when as a “**grey nomad**” I head north to the sunshine during the “**granny season**” (winter time when older people or grey nomads head north in campervans).*

*I am confident that young Australians will creatively use the **dub a dub dub** (2008 speak for the 3 w's of the world wide web).*

*They will be capable **Cyberathletes** who will manage complex concepts ranging from **water foot prints** (how much water is used by a country, business or individual) through to **data smog** (too much electronic information), **infomania** (people who put aside a job to concentrate on incoming emails or text messages), **climate canaries** (places, plants and animals that point to climate change) and **sugging** (the use of market research when in fact someone is really trying to sell you something).*

This may sound like a lot of “**flap doodle**” to you – (a word from 1820 (**that means** “a lot of nonsense”) but it brings you up to date with the latest lingo.

Now for the short version of the story, without the definitions included.

The short story goes like this.....

“It was the night before Australia Day.

*The **mockbuster** I was watching was boring so I logged on to the **Click and Mortar** site to do some **shwapping**. My **Wii shoulder** was killing me.*

*“Hmm,” I say to myself. I am going to give in to my **textaholic** tendencies and tell my **BFF** about the **frenamy** who said I was a **salad dodger**.*

A crisis occurs though.

My mobile phone doesn't work!

*I spin out into a **nomophobic** attack and have to calm myself by visualising a selection of **global commons**.*

*As my nerves settle I think about the **Generation Z**. They can multi task and already they influence their **helicopter parents** purchasing decisions.*

*“Yes” I think to myself, “Australia will be in good hands when as a grey nomad I head north to the sunshine during the **granny season**.*

*I am confident that young Australians will creatively use the **dub a dub dub**.*

*They will be capable **Cyberathletes** who will manage complex concepts ranging from **water foot prints** through to **data smog**, **infomania**, **climate canaries** and **sugging**.”*

In just the one year we have so many new words which have been added to the Australian Vocabulary. They represent complex concepts associated with sophisticated technology and of social change.

If nothing else they ensure that good old fashioned talking isn't underrated or ignored.

Australians are known for their easy style of talking:

- of having a chat over a cuppa or in the, supermarket aisle,
- of debating at meetings, or
- socializing at get togethers (such as today).....

This brings me to another Australian quality- that of caring.

Caring for one another is often embodied in the questions we readily ask one another:

"How you going?" "

"Where are you off to?"

"How's Tom getting on?"

"What can I do to help?"

Our willingness to talk about and to each other, to ask questions and to listen to the answers has created a communication style that is distinctly Australian; a style which is worth celebrating.

Taking the time to talk franking about the hard issues and to problem solve in groups has stood us in good stead in the past. It will do so again during the predicted uncertain times ahead.

On Australia Day, 2009, I celebrate our great tradition of talking.

I congratulate the nominees here today who are receiving recognition for their community contributions.

They are being recognised because their words have been matched by their actions.

They have demonstrated that words with actions strengthen a community.

In other words, when the taking is done it is time to take the steps which contribute to the strengthening of our communities and of our nation.

Julius and I wish you an enjoyable Australia Day and a strong and positive 2009.

Thank you