



AGENDA FOR ORDINARY COUNCIL MEETING

Tuesday 22nd February 2022

NOTICE IS HEREBY GIVEN pursuant to clause 7 of Council's Code of Meeting Practice that the Ordinary Council Meeting of Walgett Shire Council will be held on **22 February 2022** commencing at **11:00am** to discuss the items listed in the Agenda.

Please Note: The Council Meetings are recorded

Michael Urquhart
GENERAL MANAGER

CONFLICT OF INTERESTS

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

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

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

Remoteness

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

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

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

Relatives, Partners

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

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

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

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

No Interest in the Matter

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

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

Disclosure and participation in meetings

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

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

Non-Pecuniary Interest – Must be disclosed in meetings.

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

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

Disclosure to be Recorded (S453 Act)

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

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## **Local Government Act 1993**

### **Chapter 3 section 8A**

#### **GUIDING PRINCIPLES FOR COUNCILS**

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

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

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

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

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

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

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

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

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## **PUBLIC FORUM PRESENTATIONS**

*The Council may hold a public forum prior to each Ordinary Meeting of the Council for the purpose of hearing oral submissions from members of the public on items of business to be considered at the meeting (listed on the Agenda).*

*Public forums may also be held prior to Extraordinary Council Meetings and meetings of committees of the Council. Public forums are to be chaired by the mayor or their nominee.*

*The General Manager or their delegate may refuse to allow such material to be presented. A person may apply to speak on no more than 2 items of business on the agenda of the Council Meeting.*

*The General Manager or their delegate may refuse an application to speak at a public forum. No more than three (3) speakers are to be permitted to speak 'for' or 'against' each item of business on the agenda for the Council Meeting. If more than the permitted number of speakers apply to speak 'for' or 'against' any item of business, the General Manager or their delegate may, in consultation with the mayor or the mayor's nominated chairperson, increase the number of speakers permitted to speak on an item of business, where they are satisfied that it is necessary to do so to allow the council to hear a fuller range of views on the relevant item of business.*

*Each speaker will be allowed five (5) minutes to address the Council. This time is to be strictly enforced by the Chairperson. The Chairperson of the meeting can grant one extension of up to a maximum of three (3) minutes, should further information, be considered to be important to the Council. This is solely at the discretion of the Chair.*

*Speakers at public forums must not digress from their nominated item on the agenda. If a speaker digresses to irrelevant matters, the Chairperson is to direct the speaker not to do so. If a speaker fails to observe a direction from the chairperson, the speaker will not be further heard.*

*A councillor (including the chairperson) may, through the chairperson, ask questions of a speaker following their address at a Public Forum. Questions put to a speaker must be direct, succinct and without argument. Debate will not be permitted by the speaker, Councillors or staff. Speakers are under no obligation to answer a question. Answers by the speaker, to each question are to be limited to three (3) minutes. Speakers at public forums cannot ask questions of the Council, Councillors or Council staff.*

*The general manager or their nominee may, with the concurrence of the chairperson, address the council for up 5 minutes in response to an address to the council at a public forum after the address and any subsequent questions and answers have been finalised.*

| <b>SPEAKER</b> | <b>TOPIC</b> |
|----------------|--------------|
| <b>Nil</b>     | <b>nil</b>   |

## 1. OPENING OF MEETING

Proceedings of the meeting commenced at \_\_\_\_\_am

## 2. ACKNOWLEDGEMENT OF TRADITIONAL OWNERS

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

## 3. LEAVE OF ABSENCE

### Leave of Absence

#### Recommendation:

That the leave of absence received from \_\_\_\_\_ is accepted and leave of absence granted.

#### Moved:

#### Seconded:

## 4. DECLARATION OF PECUNIARY/NON PECUNIARY INTERESTS

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

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

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

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

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

## **5. CONFIRMATION OF MINUTES/MATTERS ARISING**

### **5.1 MINUTES OF ORDINARY COUNCIL MEETING HELD 30 NOVEMBER 2021**

#### **Minutes of Ordinary Council Meeting – 30 November 2021**

**Recommendation:**

That the minutes of the Ordinary Council meeting held 30 November 2021, having been circulated, be taken as read and confirmed as a true and accurate record of the proceedings on the meeting.

**Moved:**

**Seconded:**

**Attachments:**

Minutes of Ordinary Meeting held 30 November 2021



**MINUTES FOR THE  
ORDINARY COUNCIL MEETING**

**Tuesday 30 November 2021**

Michael Urquhart  
GENERAL MANAGER

|                                                                                                                                               |
|-----------------------------------------------------------------------------------------------------------------------------------------------|
| <b>MINUTES OF THE ORDINARY MEETING OF THE WALGETT SHIRE COUNCIL HELD AT THE WALGETT SHIRE CHAMBERS ON TUESDAY 30 NOVEMBER 2021 AT 11:30AM</b> |
|-----------------------------------------------------------------------------------------------------------------------------------------------|

**OPEN FORUM****Public Presentations:**

Nil

*The Mayor declared the meeting open at 11:30AM***PRESENT**

Cllr Ian Woodcock (Mayor)  
 Cllr Manuel Martinez (Deputy Mayor)  
 Cllr Bill Murray  
 Cllr Michael Taylor  
 Cllr Kelly Smith  
 Cllr Lawrence Walford  
 Cllr Robert Turnbull  
 Cllr Jane Keir  
 Michael Urquhart (General Manager)  
 Tony Hughes (Chief Financial Officer)  
 Kobus Nieuwoudt (Director Environmental Services)  
 Bob Stephen (Acting Director Engineering/Technical Services)  
 Bronte Kerr (Minute Secretary)

**ABSENT**

Nil

**Declaration of Pecuniary/Non-Pecuniary Interests**

| Councillor | Item No. | Report title/ Subject matter       | Pecuniary/Non-Pecuniary | Reason                   |
|------------|----------|------------------------------------|-------------------------|--------------------------|
| Cllr Keir  | 10.3.1   | Monthly Maintenance Grading Report | Pecuniary               | Family Business interest |

**11/2021/1 Minutes of Ordinary Council Meeting – 26 October 2021****Resolved:**

That the minutes of the ordinary Council meeting held 26 October 2021, having been circulated, be taken as read and confirmed as a true and accurate record of the proceedings on the meeting.

**Moved:** Cllr Murray  
**Seconded:** Cllr Walford  
**CARRIED**

**11/2021/2 Mayoral Report****Resolved:**

That the Mayor report for October/November 2021 be received and noted.

**Moved:** Cllr Woodcock  
**Seconded:** Cllr Keir  
**CARRIED**

**11/2021/3 Country Education Foundation of Walgett – Contribution****Resolved:**

Council in accordance with Section 356 of the Local Government Act 1993 allocate \$10,000 to Walgett Country Education Foundation for 2022 Scholarship Program and the proposal be placed on public display calling for submissions.

**Moved:** C/r Walford

**Seconded:** C/r Smith

**CARRIED**

*C/r Martinez requested his name be recorded against the motion.*

**11/2021/4 Council's Decision Action Report****Resolved:**

That the Resolution Register as at November 2021 be received and noted.

**Moved:** C/r Keir

**Seconded:** C/r Smith

**CARRIED**

**11/2021/5 Circulars Received From the NSW Office of Local Government****Resolved:**

That the information contained in the following Departmental circular 21-33 to 21-35 from the Local Government Division Department of Premier and Cabinet be received and noted.

**Moved:** C/r Keir

**Seconded:** C/r Walford

**CARRIED**

**11/2021/6 Important Dates For Councillors - Upcoming Meetings & Events****Resolved:**

That Council receive and note the list of upcoming meetings and events.

**Moved:** C/r Murray

**Seconded:** C/r Taylor

**CARRIED**

| <b>11/2021/9 Community Assistance Scheme – 2021/2022 Applications</b>                                                                                                  |                     |              |          |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------|--------------|----------|
| <b>Resolved:</b>                                                                                                                                                       |                     |              |          |
| That the following eligible applicants be granted financial assistance under Section 356 of the Local Government Act 1993 for the 2021/22 Community Assistance Scheme. |                     |              |          |
| Lightning Ridge Pony Club                                                                                                                                              |                     |              | \$3,000  |
| Lightning Ridge Touch Football Incorporated                                                                                                                            |                     |              | \$1,200  |
| Walgett Amateur Swim Club                                                                                                                                              |                     |              | \$3,000  |
| Walgett Show Society Inc.                                                                                                                                              |                     |              | \$3,000  |
| Grawin Glengarry Sheepyard Opal Fields Mens Shed                                                                                                                       |                     |              | \$3,000  |
| Carinda Diggers Hall Committee                                                                                                                                         |                     |              | \$3,000  |
| Burren Junction Hall Committee                                                                                                                                         |                     |              | \$2,924  |
| Burren Junction CWA                                                                                                                                                    |                     |              | \$3,000  |
|                                                                                                                                                                        |                     | <i>Total</i> | \$22,124 |
| <b>Moved:</b>                                                                                                                                                          | <b>Clr Turnbull</b> |              |          |
| <b>Seconded:</b>                                                                                                                                                       | <b>Clr Martinez</b> |              |          |
| <b>CARRIED</b>                                                                                                                                                         |                     |              |          |

| <b>11/2021/8 Policy Review – Motor Vehicle Policy and Procedures</b>               |                     |  |  |
|------------------------------------------------------------------------------------|---------------------|--|--|
| <b>Resolved:</b>                                                                   |                     |  |  |
| That the revised Motor Vehicle Policy and Procedure document as tabled be adopted. |                     |  |  |
| <b>Moved:</b>                                                                      | <b>Clr Martinez</b> |  |  |
| <b>Seconded:</b>                                                                   | <b>Clr Taylor</b>   |  |  |
| <b>CARRIED</b>                                                                     |                     |  |  |

| <b>11/2021/9 First Quarter Operational Plan 2021/2022</b>                                                         |                    |  |  |
|-------------------------------------------------------------------------------------------------------------------|--------------------|--|--|
| <b>Resolved:</b>                                                                                                  |                    |  |  |
| 1. That the General Managers report be received.                                                                  |                    |  |  |
| 2. That Council accept the progress made on the 2021/2022 Operational Plan as at 30 <sup>th</sup> September 2021. |                    |  |  |
| <b>Moved:</b>                                                                                                     | <b>Clr Murray</b>  |  |  |
| <b>Seconded:</b>                                                                                                  | <b>Clr Walford</b> |  |  |
| <b>CARRIED</b>                                                                                                    |                    |  |  |

| <b>11/2021/10 Annual Report 2020/2021</b>                |                   |  |  |
|----------------------------------------------------------|-------------------|--|--|
| <b>Resolved:</b>                                         |                   |  |  |
| Council formally adopts its Annual Report for 2020/2021. |                   |  |  |
| <b>Moved:</b>                                            | <b>Clr Keir</b>   |  |  |
| <b>Seconded:</b>                                         | <b>Clr Taylor</b> |  |  |
| <b>CARRIED</b>                                           |                   |  |  |

**11/2021/11 End of Term report 2016 to 2021****Resolved:**

Council accept the progress made during the term 2016 to 2021.

**Moved:** Cllr Taylor  
**Seconded:** Cllr Walford  
**CARRIED**

**11/2021/12 Monthly Outstanding Rates Report****Resolved:**

That the 31 October 2021 outstanding rates report be received and noted.

**Moved:** Cllr Murray  
**Seconded:** Cllr Turnbull  
**CARRIED**

**11/2021/13 Cash and Investment Report as at 31 October 2021****Resolved:**

That the Investment report be received and noted.

**Moved:** Cllr Taylor  
**Seconded:** Cllr Smith  
**CARRIED**

**11/2021/14 2020-2021 Audited Financial Statements and Audit Report****Resolved:**

That Council receive the Audited Financial Reports together with the Auditor's Reports for the period 1 July 2020 to 30 June 2021.

**Moved:** Cllr Murray  
**Seconded:** Cllr Keir  
**CARRIED**

**11/2021/15 Credit Card Policy****Resolved:**

That Council adopt the revised Credit Card Policy and Procedures as presented.

**Moved:** Cllr Martinez  
**Seconded:** Cllr Keir  
**CARRIED**

**11/2021/16 Quarterly Budget Review Statement 2020/2021****Resolved:**

That Council adopt the attached Quarterly Budget Review Statement for 30<sup>th</sup> September 2021 as tabled.

**Moved:** Clr Martinez

**Seconded:** Clr Walford

**CARRIED**

*Clr Keir declared a pecuniary interest and left the meeting room at 12:08pm.*

**11/2021/17 Monthly Maintenance Grading Report – October 2021****Resolved:**

That Council receive and note the monthly maintenance grading works report for October 2021.

**Moved:** Clr Murray

**Seconded:** Clr Taylor

**CARRIED**

*Clr Keir returned to the meeting room at 12.11pm.*

**11/2021/18 Monthly Progress Report October 2021****Resolved:**

That Council receive and note the Engineering Services monthly works progress report for October 2021.

**Moved:** Clr Walford

**Seconded:** Clr Murray

**CARRIED**

**11/2021/19 Variation in Tender Amount for Walgett Weir – November 2021****Resolved:**

That Council note and endorse the actions of the General Manager to authorise the variation of \$ 78,315.48 (Excl GST).

**Moved:** Clr Walford

**Seconded:** Clr Murray

**CARRIED**

**11/2021/20 Development Approvals October 2021****Resolved:**

That Council note the information contained within this report.

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

*Clr Woodcock declared a non-pecuniary interest.*

**11/2021/21 Development Application 2021/67****Resolved:**

That Council approves DA2021/67 for the Change of Use Application from Mechanical Workshop to Mini Golf Course at Lot 20 and Lot 21 DP 263351 (14-16 Windlass Avenue, Lightning Ridge), in accordance with the conditions outlined in the Development Assessment & Recommended Conditions Report that formed the subject of Attachment Six in the Agenda Report.

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

**Division Decision**

| <b>For</b>           | <b>Against</b> | <b>Absent</b>  |
|----------------------|----------------|----------------|
| Clr Ian Woodcock     | Nil            | <del>Nil</del> |
| Clr Manuel Martinez  |                |                |
| Clr Bill Murray      |                |                |
| Clr Michael Taylor   |                |                |
| Clr Kelly Smith      |                |                |
| Clr Lawrence Walford |                |                |
| Clr Robert Turnbull  |                |                |
| Clr Jane Keir        |                |                |

**11/2021/22 Move into Closed Session**

**Time: 12:16am**

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

- (a) Personnel matters concerning particular individuals (other than Councillors)
- (c) That information that would, if disclosed confer a commercial advantage on a person with whom the Council is conducting business (or proposed to conduct business)
- (d) That the matter and information is commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

**Moved:** Clr Taylor  
**Seconded:** Clr Keir  
**CARRIED**

**11/2021/23 Lease to Commonwealth of Australia (Bureau Of Meteorology) Lightning Ridge Airport****Resolved:**

1. That the General Managers report be received.
2. That Council enter into a lease with the Commonwealth of Australia (Bureau of Meteorology) for lease of part Lot 162 DP 862540 being 8m x 4m in size for a period of Five (5) years, with an option of a further 5 X 5 term options.
3. The Council Seal be affixed to the lease agreement and the Mayor and General Manager be authorised to execute the Lease documents.

**Moved:** Clr Walford**Seconded:** Clr Taylor**CARRIED****11/2021/24 ICAC Response to Referred Complaint****Resolved:**

That:

1. Council receive the General Managers report.
2. The General Manager advise the complainant Mr. Thomas of the ICAC determination.
3. The General Manager report the outcome of the matter to ICAC.

**Moved:** Clr Keir**Seconded:** Clr Martinez**CARRIED****11/2021/25 Pricing Variation to Construction of Lightning Ridge Multi-Purpose Centre****Resolved:**

That Council note and endorse the actions of the General Manager in authorising the variations totalling \$156,218.04 (Exc GST).

**Moved:** Clr Martinez**Seconded:** Clr Keir**CARRIED****11/2021/26 Return to open session****Time: 12:24pm****Resolved:**

That Council return to open session.

**Moved:** Clr Walford**Seconded:** Clr Taylor**CARRIED**

**10/2021/27 Adoption of closed session reports**

**Resolved:**

That Council adopt the recommendations of the Closed Committee Reports.

**Moved:** C/r Martinez

**Seconded:** C/r Turnbull

**CARRIED**

**Close of Meeting**

The meeting closed at 12:27pm

To be confirmed at the next meeting of Council.

\_\_\_\_\_  
Mayor

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

## **5.2 MINUTES OF EXTRAORDINARY COUNCIL MEETING HELD 6 JANUARY 2022**

### **Minutes of Extraordinary Council Meeting – 6 January 2022**

**Recommendation:**

That the minutes of the Extraordinary Council meeting held 6 January 2022, having been circulated, be taken as read and confirmed as a true and accurate record of the proceedings on the meeting.

**Moved:**

**Seconded:**

**Attachments:**

Minutes of Extraordinary Meeting held 6 January 2022



**MINUTES FOR THE  
EXTRAORDINARY COUNCIL  
MEETING**

**Thursday 6<sup>th</sup> January 2022**

Michael Urquhart  
GENERAL MANAGER

|                                                                                                                                                     |
|-----------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>MINUTES OF THE ORDINARY MEETING OF THE WALGETT SHIRE COUNCIL HELD AT THE WALGETT SHIRE CHAMBERS ON THURSDAY 6 JANUARY 2022 AT 11:03AM</b></p> |
|-----------------------------------------------------------------------------------------------------------------------------------------------------|

**OPEN FORUM****Public Presentations:***Nil**The General Manager declared the meeting open at 11:03AM***PRESENT**

Clr Alf Seaton  
 Clr Colin Hundy  
 Clr Daniel Walford  
 Clr Greg Rummery  
 Clr Ian Woodcock  
 Clr Jane Keir  
 Clr Jasen Ramien  
 Clr Michael Cooke  
 Clr Sue Currey  
 Michael Urquhart (General Manager)  
 Bronte Kerr (Minute Secretary)

**Leave of Absence:***Nil***Declaration of Oath/Affirmation of Office:**

*Pursuant to Section 233A of the Local Government Act 1993, the following Councillors took an Oath of Office:*

- *Clr Colin Hundy*
- *Clr Greg Rummery*
- *Clr Jane Keir*
- *Clr Michael Cooke*
- *Clr Daniel Walford*
- *Clr Ian Woodcock*
- *Clr Jasen Ramien*
- *Clr Sue Currey*
- *Clr Alf Seaton*

*In accordance with Schedule 7 Section 1 of the Local Government (General) Regulation 2021, the General Manager acted as the returning officer to conduct this election. The Returning Officer invited nominations for the election of the office of Mayor and Deputy Mayor.*

|                                                           |
|-----------------------------------------------------------|
| <p><b>1/2022/1 Election of Mayor and Deputy Mayor</b></p> |
|-----------------------------------------------------------|

**Resolved:**

The method for the election of Mayor and Deputy Mayor be by ordinary ballot.

**Moved:** Clr Ramien  
**Seconded:** Clr Hundy  
**CARRIED**

**1/2022/2 Election of Mayor for Ensuring Two (2) Years****Resolved:**

That the report be received and noted and the election for the position of Mayor be held now.

**Moved:** Clr Rummery  
**Seconded:** Clr Currey  
**CARRIED**

*The General Manager as the Returning Officer declared that as only one nomination was received for the position of the Mayor, Councillor Jane Keir is duly elected to the office of Mayor of the Walgett Shire for the duration of the Mayoral term.*

**1/2022/3 Election of Deputy Mayor****Resolved:**

That the report be received and noted and the election for the position of Deputy Mayor be held now for the duration of the Mayoral term.

**Moved:** Clr Cooke  
**Seconded:** Clr Rummery  
**CARRIED**

*The General Manager as Returning Officer declared that two nominations were received for the position of the Deputy Mayor; Clr Alfred Seaton and Clr Greg Rummery. The Returning Officer conducted an election for the position by ordinary ballot. Following the counting of votes, the Returning Officer declared the number of votes for Clr Greg Rummery (5) and Clr Alfred Seaton (4). Clr Greg Rummery was declared Deputy Mayor for the duration of the Mayoral term (two years).*

**1/2022/4 Destruction of Election Ballot Papers****Resolved:**

That any ballot papers used now be destroyed.

**Moved:** Clr Woodcock  
**Seconded:** Clr Seaton  
**CARRIED**

At this juncture, Mr Urquhart resumed his role as General Manager and Mayor Keir assumed the position of Chairperson.

**Declaration of Pecuniary/Non-Pecuniary Interests**

Nil

**1/2022/5 Countback to Fill Casual Vacancies****Resolved:**

That pursuant to section 291A(1)(b) of the Local Government Act 1993, Walgett Shire Council declares that casual vacancies occurring in the office of Councillor within 18 months after the last ordinary election of Councillors for the Council on 4<sup>th</sup> December 2021 are to be filled by a countback of votes cast at that election for the office in accordance with Section 291A of the Act and directs the General Manager to notify the NSW Electoral Commissioner of the Council's decision within 7 days of the decision.

**Moved:** Cllr Woodcock

**Seconded:** Cllr Rummery

**CARRIED**

*Cllr Hundy requested his vote be recorded against the motion.*

**1/2022/6 Delegation of Authority by Council – General Manager****Resolved:**

That Council confirm the delegations to Michael Urquhart as General Manager of all powers and duties necessary to carry out the functions of office under Section 335 of the Local Government Act 1993 and any other Act of Parliament or any rule, regulation, ordinance or by-law under or pursuant to any such Act but subject to Section 377 of the Local Government Act.

**Moved:** Cllr Walford

**Seconded:** Cllr Ramien

**CARRIED**

**1/2022/7 Delegates, Representatives and/or Members of Committees, Reference Groups and External Bodies****Resolved:**

That members, representatives and delegates be appointed to the committees, reference groups and external organisations for the period terminating September 2023, as outlined in the schedule attached.

**Moved:** Cllr Cooke

**Seconded:** Cllr Woodcock

**CARRIED**

**1/2022/8 Ordinary Council Meetings – Time, Dates and Venues for 2022****Resolved:**

1. That Council endorse the below dates for the 2022 Ordinary Council Meetings to held at the Council Chambers in Walgett commencing at 11:00am;
  - 22 February 2022
  - 24 March 2022
  - 28 April 2022
  - 26 May 2022
  - 23 June 2022

28 July 2022  
25 August 2022  
22 September 2022  
27 October 2022  
24 November 2022  
15 December 2022

2. Council advertise in the local media and on Council's website the meeting schedule for 2022 including time, date and place, as stated above.

**Moved:** Clr Cooke  
**Seconded:** Clr Currey  
**CARRIED**

**1/2022/9 Walgett Country Education Foundation Donation**

**Resolved:**

There being no adverse submissions against the donation proposal, Council agrees to make a donation of \$10,000 for 4 x \$2,500 Council Scholarships for 2022.

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

**Close of Meeting**

The meeting closed at 12:36pm

To be confirmed at the next meeting of Council.

\_\_\_\_\_  
Mayor

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

**Schedule of representatives and delegates for the period terminating September 2023**

| COMMITTEE                                                                           | OFFICER                                                             | COUNCILLORS                               |
|-------------------------------------------------------------------------------------|---------------------------------------------------------------------|-------------------------------------------|
| Australian Airports Association                                                     | Director Engineering/Technical Services                             | Not required                              |
| Bushfire Management Committee                                                       | Director Engineering/Technical Services                             | Cir Ramien                                |
| Castlereagh Macquarie County Council<br>3 year Term                                 | General Manager                                                     | Cir Woodcock & Cir Cooke                  |
| Collarenebri Community Working party                                                | General Manager                                                     | Mayor & Cir Ramien                        |
| Community Safety Precinct Committee                                                 | General Manager                                                     | Mayor & Deputy Mayor                      |
| Lightning Ridge & Surrounding Opal Fields<br>Management Crown Reserve 1024168 Trust | General Manager                                                     | Mayor & Deputy Mayor                      |
| Kamillipi Highway Group                                                             | General Manager                                                     | Not required                              |
| Lightning Ridge Community Working Party                                             | General Manager                                                     | Mayor & Cir Seaton                        |
| Local Emergency Management Committee                                                | General Manager as LEMO and Chief<br>Financial Officer as alternate | Mayor                                     |
| Local Traffic Committee                                                             | Director Engineering/Technical Services<br>and General Manager      | Mayor , Cir Hundy, Cir Rummery, Cir Cooke |
| NetWaste                                                                            | Director Environmental Services                                     | Not required                              |
| Big Sky Libraries                                                                   | Director Chief Financial Officer                                    | Mayor & Cir Currey                        |
| Regional Development Australia - Orange                                             | General Manager                                                     | Mayor & Deputy Mayor                      |
| Outback Arts Incorporated                                                           | Director Chief Financial Officer                                    | Mayor, Cir Currey & Cir Walford           |
| Plant Committee                                                                     | Director Engineering/Technical Services<br>and General Manager      | Mayor, Cir Cooke & Cir Ramien             |
| Regional Procurement Initiative                                                     | Director Engineering/Technical<br>Services/ Chief Financial Officer | Not required                              |
| Rural Bush Fire Management Group                                                    | Director Engineering/Technical<br>Services/Chief Financial Officer  | Cir Ramien                                |
| Selkirk's Advisory Committee                                                        | Director Engineering/Technical<br>Services                          | Cir Rummery                               |
| Western Division of the Shire's Association                                         | General Manager                                                     | Mayor & Deputy Mayor                      |
| Walgett Community Working Party                                                     | General Manager and Manager<br>Community Services                   | Mayor & Cir Walford                       |
| Water Utilities Group                                                               | Director Engineering/Technical Services                             | Not Required                              |
| Local Government NSW – Voting Delegate                                              | General Manager                                                     | Mayor                                     |
| Far North West Joint Organisation                                                   | General Manager as advisor                                          | Mayor and Deputy Mayor                    |
| Hudson Pear Taskforce                                                               | General Manager                                                     | Delegates to CMCC                         |
| Far West Academy of Sport                                                           | General Manager                                                     | Mayor                                     |
| Western Division Councils of NSW                                                    | General Manager                                                     | Mayor                                     |
| Tourism Advisory committee                                                          | General Manager                                                     | Mayor , Cir Hundy & Cir Seaton            |
| Economic Development Committee                                                      | General Manager                                                     | Mayor & Cir Hundy                         |
| Country Mayors Association                                                          | General Manager                                                     | Mayor                                     |
| Mining Related Councils                                                             | General Manager                                                     | Mayor & Deputy Mayor                      |
| Alliance of Western Council                                                         | General Manager                                                     | Mayor & Deputy Mayor                      |
| Murray-Darling Basin Advisory                                                       | General Manager                                                     | Mayor & Cir Rummery                       |
| Border Regional Organisations of Councils                                           | General Manager                                                     | Mayor & Deputy Mayor                      |

### **5.3 MINUTES OF EXTRAORDINARY COUNCIL MEETING HELD 8 FEBRUARY 2022**

| <b>Minutes of Extraordinary Council Meeting – 8 February 2022</b>                                                                                                                                                                                                                  |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <p>That the minutes of the Extraordinary Council meeting held 8 February 2022, having been circulated, be taken as read and confirmed as a true and accurate record of the proceedings on the meeting.</p> <p><b>Moved:</b><br/><b>Seconded:</b></p> |

**Attachments:**

Minutes of Extraordinary Meeting held 8 February 2022



**MINUTES FOR THE  
EXTRAORDINARY COUNCIL  
MEETING**

**Tuesday 8<sup>th</sup> February 2022**

Michael Urquhart  
GENERAL MANAGER

**MINUTES OF THE ORDINARY MEETING OF THE WALGETT SHIRE COUNCIL HELD AT THE  
WALGETT SHIRE CHAMBERS ON TUESDAY 8<sup>TH</sup> FEBRUARY 2022 AT 11:00AM**

**OPEN FORUM****Public Presentations:***Nil**The Mayor declared the meeting open at 11:00AM***PRESENT**

Mayor Jane Keir  
 Deputy Mayor Greg Rummery  
 Cllr Alf Seaton  
 Cllr Colin Hundy  
 Cllr Daniel Walford  
 Cllr Ian Woodcock  
 Cllr Jasen Ramien  
 Cllr Michael Cooke  
 Cllr Sue Currey  
 Michael Urquhart (General Manager)  
 Tony Hughes (Chief Financial Officer)  
 Kobus Nieuwoudt (Director Environmental Services)  
 Bob Stephen (Acting Director Engineering/Technical Services)  
 Belinda Petersons (Minute Secretary)

**Leave of Absence:***Nil***Declaration of Pecuniary/Non-Pecuniary Interests**

| Councillor  | Item No. | Report title/ Subject matter                                                                                       | Pecuniary/Non-Pecuniary | Reason                   |
|-------------|----------|--------------------------------------------------------------------------------------------------------------------|-------------------------|--------------------------|
| Mayor Keir  | 5.2.1    | Request for Tenders RFT/21-008 – Fixing Country Roads – Come By Chance Road Reconstruction and Sealing of 54.96km. | Pecuniary               | Family Business interest |
| Cllr Ramien | 5.2.1    | Request for Tenders RFT/21-008 – Fixing Country Roads – Come By Chance Road Reconstruction and Sealing of 54.96km. | Pecuniary               | Family Business interest |

**2/2022/1 Move into Closed Session****Time: 11:02am**

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

- (a) Personnel matters concerning particular individuals (other than Councillors)
- (c) That information that would, if disclosed confer a commercial advantage on a person with whom the Council is conducting business (or proposed to conduct business)
- (d) That the matter and information is commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

**Moved: Cllr Seaton**  
**Seconded: Cllr Woodcock**  
**CARRIED**

**1/2022/2 Tender for Construction Collarenebri Artesian Hot Spring****Resolved:**

That Council:

a. Having not received competitive bids for construction of the Collarenebri Artesian Hot Spring facility, now, in accordance with Section 178 (3) (e) of the Local Government (General) Regulation 2005, enter into negotiations with Lukas Building and Excavation of Brewarrina, with the view of entering into a best value contract with the contractor.

b. The reasons for declining to invite fresh tenders are:

- Time constraints associated with Commonwealth Government Funding,
- Tender documents were downloaded by 13 separate organisations, so the opportunity was well considered. Prior warning of this tender was given to the market well before advertising, to allow for the timing of this tender in the market. The advertising period was extended past the required 21 days. Clear instruction was delivered to potential tenderers via an online briefing session.
- Further competitive bids are considered unlikely
- Better value likely achieved through negotiations for this project.

c. The reasons for entering into negotiations with the contractors as described in (a) above are:

- Having considered a range of potential contractors, it was considered prudent to directly negotiate with a local contractor with a proven history with bore bath construction.
- It should be noted that no other local contractors were identified and therefore this decision supports councils local support policies
- Lukas Building and Excavation are suitably qualified having completed similar style projects

**Moved:** Cllr Seaton

**Seconded:** Cllr Ramien

**CARRIED**

*Mayor Keir and Cllr Ramien declared a pecuniary interest. Mayor Keir asked Deputy Mayor Rummery to chair the meeting. Mayor Keir and Cllr Ramien left the Chamber at 11:31am.*

*Deputy Mayor Rummery then presided over the meeting./*

**2/2022/3 Request for Tenders RFT/21-008 – Fixing Country Roads – Come By Chance Road Reconstruction and Sealing of 54.96KM**

**Resolved:**

1. That pursuant to Clause 178(1)(b) of the Local Government (General) Regulation 2005, the Council decline to accept any of the tenders submitted for the Reconstruction and Sealing of 54.96kms of the Come by Chance Road between Walgett and Pilliga,
2. That the Council in accordance with Clause 178(3)(d) of that Regulation enter into negotiations with all 8 tenderers, with a view to entering into a contract for the Reconstruction and Sealing of the Come by Chance Road, and
3. That the General Manager be delegated authority to undertake the negotiations as per recommendation (2) and where best value for money cannot be leveraged, Council enter into direct negotiations with other qualified groups in the industry.
4. That Council not call fresh tenders as this project has been publicly tendered without achieving a successful outcome, and Council considers that it is more advantageous to negotiate as per the recommendation (2) above.
5. That a Council Delegation meet with local members, both State and Federal, to determine if additional funds or variations can be made to the Come By Chance project.

**Moved:** Clr Cooke  
**Seconded:** Clr Hundy  
**CARRIED**

*Clr Ramien returned to the meeting room at 12:53pm.*

*Deputy Mayor Rummery remained in the chair as Mayor Keir was called away on urgent business.*

**2/2022/4 Adoption of closed session reports**

**Resolved:**

That Council adopt the recommendations of the Closed Committee Reports.

**Moved:** Clr Walford  
**Seconded:** Clr Hundy  
**CARRIED**

**Close of Meeting**

The meeting closed at 12:58pm

To be confirmed at the next meeting of Council.

\_\_\_\_\_  
 Mayor

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

## **6. REPORTS OF COMMITTEES/DELEGATES**

Nil

## 7. MAYORAL MINUTES

**REPORTING SECTION:** Office of Mayor  
**AUTHOR:** Jane Keir OAM  
**FILE NUMBER:** 22/10/0001

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**Summary:**

This report provides Council with information regarding the activities of the Mayor for the past month.

**Background:**

- Election to the position of Mayor on 6<sup>th</sup> January, my thanks to my fellow Councillors and look forward to a productive and rewarding term of Council.
- Conducted an interview after election of Mayor with 2WEB and a number of publications.
- Attended 2 days training with all Councillors for Code of Conduct on the 24<sup>th</sup> & 25<sup>th</sup> January 2022.
- Attended Australia Day breakfast at PCYC Walgett and met Australia day ambassador, Suzanne Gervay, renowned children’s author. Congratulations to all the nominees and winners of the award categories. The Walgett Shire is in good shape, we have some amazing people in our Shire.
- Attended Traffic Committee meeting at WSC 3<sup>rd</sup> February 2022.
- Attended Extraordinary Meeting of Council 8<sup>th</sup> February 2022.
- Attended Border Regional Organisation of Councils (BROC) Annual General Meeting and General Meeting, via zoom with General Manager on 11<sup>th</sup> February 2022.

| Monthly Mayoral Report                                                                                                                                         |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <p>That the Mayoral report for January and February 2022 be received and noted.</p> <p><b>Moved:</b></p> <p><b>Seconded:</b></p> |

## **8. CORRESPONDENCE AND PETITIONS**

Nil

## **9. MOTIONS OF WHICH NOTICE HAS BEEN GIVEN**

Nil

## **10. REPORTS FROM OFFICERS**

### **10.1 GENERAL MANAGER**

#### **10.1.1 COUNCIL'S DECISION ACTION REPORT – FEBRUARY 2022**

**REPORTING SECTION:** Executive  
**AUTHOR:** Michael Urquhart  
**FILE NUMBER:** 12/14-03

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**Summary:**

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

**Background:**

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

**Current Position:**

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

In these circumstances the register become3s the simple tool of keeping track of matters awaiting attention.

Again, Councillors are reminded that any queries should be raised with the General Manager prior to the meeting as this would streamline the meeting process and also resolve minor issues more expediently.

**Relevant Reference Documents/Policies:**

Resolution Register.

**Governance Issues:**

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

**Environmental Issues:**

Nil.

**Stakeholders:**

Council and Manex Team.

**Alternative Solutions/Options:**

Nil.

**Conclusion:**

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

**Council's Decision Action Report**

**Recommendation:**

That the Resolution Register as at February 2022 be received and noted.

**Moved:**

**Seconded:**

**Attachment:**

Action Resolution Register.

|          |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                    |
|----------|-----------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------|
| 23.5.17  | 4/2017/34 | <p>Lightning Ridge Bore Baths</p> <ol style="list-style-type: none"> <li>1. Council receive the CFO report</li> <li>2. Council make provision of \$100,000 in the 2017/18 budget for renewal of the Lightning Ridge Bore Bath between Nov 17 and April 18</li> <li>3. Recommendations of the structural assessment be implemented</li> <li>4. The General Manager arrange for a design and cost of the bore bath renewal and submit this to Council for consideration</li> </ol>                                   | CFO  | <p>27.6.17 Quotation for design &amp; construction to be called in coming months. Work to be carried out during November 17 to March 18</p> <p>18.9.17 CFO in discussions with firm for engineers design</p> <p>18.10.17 CFO Issued purchase order for design of new tank</p> <p>22.11.17 Draft plan Received -RFQ to be issued</p> <p>13.12.17 Waiting on new specifications &amp; plan</p> <p>18.4.18 Project postponed until November 2018.</p> <p>18.4.18 RFQ to be issued and contractor engaged prior to October 2018</p> <p>17.4.19 RFT Underway for October March 19/20</p> <p>12.12.19 RFQ document under external review</p> <p>18.03.21 Options being investigated</p> <p>15.11.2021 GM to call tender for new pool when additional grant funds become available in 2022.</p> | In progress                                                        |
| 26.09.17 | 9/2017/25 | <p>That Council resolve to acquire Mr. and Mrs Raymond Pike's land within which the current Council-maintained section of O'Neils Road runs, then surrender the Council-Controlled section of corridor to Mr And Mrs Raymond Pike.</p>                                                                                                                                                                                                                                                                             | DETS | <p>8.9.17 DETS hold talks with Mr Raymond Pike and his wife. They verbally agreed to the swap.</p> <p>5.11.17 Quotes received for cadastral survey</p> <p>30.03.18 Cadastral survey completed</p> <p>16.06.19 Work in Progress</p> <p>22.10.2019 Work in progress</p> <p>14.02.2020 Work in progress</p> <p>17.03.2020 Work in progress</p> <p>20.05.2020 work in progress</p> <p>9/6/2020 work in progress</p> <p>22/7/2020 work in progress</p> <p>16/9/2020 collected all the information required and the process in completion stage.</p> <p>21/10/2020 Council's crown land manager is working on it.</p> <p>16/11/2020 "</p> <p>14/02/2022 GM to follow up as current status</p>                                                                                                  | This is still in progress delay due to change of ownership of land |
| 26.09.17 | 9/2017/26 | <ol style="list-style-type: none"> <li>1. That Council resolves to authorise acquisition by compulsory process, of the Walgett Levee corridor through Lot 7024 DP1021106, Lot 7012 DP1021112, Lot 7301 DP1155276, Lot 7013 DP1030416, Lot 7300 DP1155957, Lot 702 DP1051575, Lot 7001 DP1051908, Lot 3 DP1123824, Lot 703 DP1056310, Lot 7031 DP1055946 and Lot 7009 DP1055947.</li> <li>2. That Council resolves to make an application to the Minister to approve the compulsory acquisition process.</li> </ol> | DETS | <p>5.11.17 Quote received for cadastral survey</p> <p>10.1.18 Quote accepted</p> <p>16.08.18 Survey ongoing</p> <p>16.06.19 Work in progress</p> <p>9.09.2019 work in progress</p> <p>22.10.019 Work in progress</p> <p>14.02.2020 Work in progress</p> <p>17.03.2020 Received survey plan</p> <p>20.04.2020 Registration is in progress</p> <p>20.05.2020 work in progress</p> <p>9/6/2020 work in progress</p> <p>22/7/2020 work in progress</p> <p>16/9/2020 work in hold at this stage as the related staff has other important other commitments</p> <p>18.03.21 Crown Lands to authorise licence</p>                                                                                                                                                                               | Waiting on approval from crown lands                               |
| 8.02.18  | 1/2018/2  | <p>That Council:</p> <ol style="list-style-type: none"> <li>6. Investigate the re-establishment of precinct committees.</li> <li>7. Lobby the State Government to open Opal Prospecting Area (OPA) 4.</li> </ol>                                                                                                                                                                                                                                                                                                   | GM   | <p>19.03.18 ongoing</p> <p>17.06.2019 Crown Lands Commissioner visited LR in early June 2019 to complete report on various matters including road network management and future land zoning.</p> <p>23.10.19 – 5.community satisfaction survey agreed with Council within next 12months ie.by Oct 2020</p> <p>6.Work in progress – Collarenebri established under Economic Development</p> <p>7. No progress to date</p> <p>15/4/20 ratepayer survey to be undertaken July 2020</p> <p>16.09.20 Survey complete. Report to Oct 2020 meeting</p> <p>15.11.2021 The General Manager is participating in Minerals Environment and Geoscience community consultation process for opening up of OPA4.</p>                                                                                     | Partly completed                                                   |

WALGETT SHIRE COUNCIL AGENDA – 22 FEBRUARY 2022 – ORDINARY COUNCIL MEETING

|          |            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                             |
|----------|------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|
|          |            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |      | 15.11.2021 The General Manager in the forthcoming year to investigate precinct committees.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                             |
| 25.9.18  | 14/2018/17 | That Council note the current investigations in relation to the Lightning ridge water supply and unmetered services and a workshop to discuss the issues involved be held in the near future                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | GM   | 17.06.19 Initial investigations complete. Complex issues. On the 'to do' list<br>25.02.20 Audit commenced December 2019 to be completed August 2020<br>16.09.20 Audit recommended<br>18.03.21 Underway<br>23.06.21 in progress<br>15.11.2021 Acting Director Engineering/Technical Services to arrange for letters to be sent out to ratepayers.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | In progress                 |
| 03.04.19 | 2/2019/23  | That Council determines to make minor amendments to the Draft Walgett Shire Rural Residential Strategy that reflect "Lightning Ridge Candidate Area B" is the most appropriate site based on community consultation and the limited number of potential lots (4 stated in the strategy) for "Lightning Ridge Candidate Area C".                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | DES  | Council has received funding from Department of Planning Industry and Environment to undertake completion of the planning proposal. Consultants Cityplan have commenced work on the project.<br>Cityplan's name has changed to "Gyde"<br><br><ul style="list-style-type: none"> <li>Gyde has received a draft servicing report from SMEC and are working through it with them;</li> <li>The bridging report is under preparation with the intention of it being finalised shortly after the engineering issues are closed out; and</li> <li>The bridging report will be provided to Council's DES for review. Gyde will then amend the report as required.</li> </ul> 09/02/2022 – TEAMS meeting with Gyde Planning and DPIE representatives on Friday<br>4/02/2022 to discuss recommendations of Bridging Report.<br>15/02/2022 – Further technical analysis required by Gyde Planning. | In progress                 |
| 17.12.19 | 12/2019/4  | Council investigate the options of highlighting Mr Frederick York Wolseley's contribution towards the shearing industry in the form of a monument and associated historical information                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | GM   | GM investigating tourist possibilities<br>Rural Aid project                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | In Progress                 |
| 25.02.20 | 1/2020/12  | 1. Council participate in the Museums & Galleries of NSW – Museum Advisors Program.<br>2. The Chief Financial Officer arrange to engage a suitably qualified and highly recommended advisor for the program.<br>3. Other organisations in the shire having heritage/cultural and museum collections and facilities be invited to participate in the program<br>4. Funding of \$10,000 be allocated annually and indexed for the next six (6) years.                                                                                                                                                                                                                                                                                                                                                  | GM   | 15.11.2021 Awaiting information for advisors                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | In progress                 |
| 28.04.20 | 3/2020/15  | That Council endorse Council Officers to advertise and write to owners of businesses that they believe require this Annual Fire Safety certificate, on the basis of the report to complete a tender for Council, but offsetting travel and accommodation costs for active community Business Owners whom wish to part of the process.                                                                                                                                                                                                                                                                                                                                                                                                                                                                | DES  | Delayed pending appointment of new DES.<br>15.11.2021 To be followed up by DES in early 2022.<br>15/02/2022 – Consultation with business owners to commence in March '22.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Ongoing                     |
| 25/08/20 | 9/2020/19  | That Council note and accept the proposal to implement the 40 km/h speed zone in Walgett CBD in following sections of the roads:<br>i. Fox street between Eureka Street and Warrena Street<br>ii. Wee Waa Street between Peel Street and Pit Street                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | DETS | 16.9.2020 discussed in Traffic Committee meeting held on 10 <sup>th</sup> September 2020 and advised to send council resolution to all traffic committee members.<br>21/10/2020 Engineering department in process for community consultation<br>16.11.2020 Community consultation is progress<br>18.03.21 Funding being sought for signage                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Waiting on funds from TfNSW |
| 25/08/20 | 9/2020/23  | 1. Prepare a Planning Proposal to amend the Walgett Local Environmental Plan 2013 by relocating "intensive plant agriculture" from Permitted with consent to Permitted without consent in the RU1 Primary Production zone.<br>2. Forward the planning proposal to NSW planning, industry & environment with a request for a gateway determination;<br>3. Request delegation from the Minister to "make" the amendment to the Walgett Local Environmental Plan 2013;<br>4. Give delegation to the General Manager to make any minor alterations as requested by NSW Planning, Industry & Environment; and<br>5. Undertake the state agency and public consultation as per the requirements of the Gateway Determination and Schedule 1, Clause 4 of the Environmental Planning & Assessment Act 1979, | DES  | Work on this project is suspended due to high number of development applications and enquiries.<br>15/02/2022 – No change                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | No change                   |
| 15.12.20 | 15/2020/17 | That Walgett Shire Council resolve to:<br>1. Conduct a trial of bin banks in the vicinity of the existing Landfills at Grawin and Sheeppyard.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | DES  | Negotiations with stakeholders has commenced.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Ongoing                     |

WALGETT SHIRE COUNCIL AGENDA – 22 FEBRUARY 2022 – ORDINARY COUNCIL MEETING

|          |            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |      |                                                                                                                                                                                                  |                    |
|----------|------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|
|          |            | 2. Following the appointment of a casual Landfill Attendant site locations and number of bins be rolled out in a phased manner following a community consultation process.                                                                                                                                                                                                                                                                                                                                             |      |                                                                                                                                                                                                  |                    |
| 23.03.21 | 3/2021/12  | <ul style="list-style-type: none"> <li>•That the Council approves the proposal to remove the fourteen trees located on Euroka Street between Namoi and Pitt Street.</li> <li>•That Council accept the proposal to replant suitable trees in the nature strip ( both sides of the Euroka Street</li> </ul>                                                                                                                                                                                                              | DETS | Tree removed and resealing of Euroka street completed.<br>New tree planting to be carried out in early 2022.                                                                                     | Partially complete |
| 23.03.21 | 3/2021/14  | That Council adopt the WSC draft policies on Partnering and Relationship Management, Environmental and Quality Control and they be placed on public exhibition for a period of 28 days, inviting submissions from the public during this time.                                                                                                                                                                                                                                                                         | DETS | 15.11.2021 To be followed up January 2021.                                                                                                                                                       | In Progress        |
| 27.04.21 | 4/2021/13  | Having not received any tenders for Refurbishment of the Colless Grandstand, now, in accordance with Section 178 (3) (e) of the Local Government (General) Regulation 2005, enter into negotiations with both (a) David Payne Construction (Dubbo), and (b) GBC Building & Hardware (Walgett), with the view of entering into a contract with the contractor identified as best value.                                                                                                                                 | GM   | 23.06.21 One quotation received 22/6/2021<br>22.07.21 Negotiations underway with David Payne Constructions<br>15.11.2021 Refurbishment underway<br>09.02.2022 Cladding to commence February 2022 | In progress        |
| 27.04.21 | 4/2021/15  | Council accepts the tender for the refurbishment of the grandstand at the Collarenebri Race Track from GLETAN GROUP in the sum of \$360,495.11 excluding GST                                                                                                                                                                                                                                                                                                                                                           | CFO  | 22.07.21 Project underway<br>15.11.21 Bar area 95% complete, main steel supports are in place, holes for foundations being prepared                                                              | In progress        |
| 29.06.21 | 6/2021/3   | <ul style="list-style-type: none"> <li>A. Council authorise the General Manager to further investigate the Walgett Aero Club proposal for an Avgas fuelling station at the Lightning Ridge Airport.</li> <li>B. The General Manager report back to Council on the outcome of investigations.</li> </ul>                                                                                                                                                                                                                | GM   | 15.11.2021 The General Manager has spoken to Committee members and is waiting on financial information                                                                                           | In progress        |
| 26.10.21 | 10/2021/16 | <p>Sale of properties</p> <ul style="list-style-type: none"> <li>a) The General Managers report be received.</li> <li>b) The General Manager negotiate with the potential purchasers for the sale of the following vacant allotments being, and report back to Council.<br/>Lot 5 DP 846336 Pandora Street Lightning Ridge.<br/>Lot 156 DP 882747 Duff Street Walgett.<br/>Lot 157 DP 882747 Duff Street Walgett.</li> </ul>                                                                                           | GM   | 15.11.2021 The General Manager has contacted the interested parties advising of the selling price. GM report to 22 February 2022 Ordinary Meeting.                                               | In progress        |
| 30.11.21 | 11/2021/23 | <p>Lease to Commonwealth of Australia (Bureau of Meteorology) Lightning Ridge Airport.</p> <ul style="list-style-type: none"> <li>1. That Council enter into a lease with the Commonwealth of Australia (Bureau of Meteorology) for lease of part Lot 162 DP 862540 being 8m x 4m in size for a period of Five (5) years, with an option of a further 5 X 5 term options.</li> <li>2. The Council Seal be affixed to the lease agreement and the Mayor and GM be authorised to execute the Lease documents.</li> </ul> | GM   |                                                                                                                                                                                                  |                    |
| 30.11.21 | 11/2021/24 | <p>ICAC Response to Referred Complaint</p> <ul style="list-style-type: none"> <li>1. The GM advise the complainant Mr. Thomas of the ICAC determination</li> <li>2. The GM report the outcome of the matter to ICAC</li> </ul>                                                                                                                                                                                                                                                                                         | GM   |                                                                                                                                                                                                  |                    |

## **10.1.2 CIRCULARS RECEIVED FROM NSW OFFICE OF LOCAL GOVERNMENT**

**REPORTING SECTION:** Executive  
**AUTHOR:** Michael Urquhart  
**FILE NUMBER:** 12/14-03

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### **Summary:**

Copies of circulars received from the Local Government Office Department of Premier and Cabinet are attached for Councillors information. Circulars are emailed to Councillors when published from LGNSW.

### **Background:**

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

- 21-36 / Update to the Guidelines for Designated Rehoming Organisations under Section 88B of the Companion Animals Act 1998
- 21-37 / Amendments to the Public Health Order relating to voting at the 2021 local government elections.
- 21-38 / Consultation on review of the councillor misconduct framework.
- 21-39 / The NSW Government's Public Spaces (Unattended Property) Act 2021.
- 21-40 / 2022 "Hit the Ground Running" councillor webinars.
- 21-41 / Annual Reporting of Labour Statistics by Councils.
- 21-42 / Reminder to councils: decisions on countbacks, administration of the oath or affirmation of the office and the delivery of councillor induction and refresher training after the election.
- 22-01 / 24 Local Government Code of Accounting Practice and Financial Reporting 2021-22.

### **Governance Issues:**

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

### **Stakeholders:**

Councillors and Walgett Shire Council staff.

### **Financial Implications:**

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

### **Conclusion:**

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

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

**Recommendation:**

That the information contained in the following Department circular 21-36 through to 21-42 and 22-01 from the Local Government Division Department of Premier and Cabinet be received and noted.

**Moved:**

**Seconded:**

**Attachments:**

Circulars

|                             |                                                                |
|-----------------------------|----------------------------------------------------------------|
| <b>Circular Details</b>     | 21-36 / 18 November 2021 / A786159                             |
| <b>Previous Circular</b>    | No 21-10 A640098                                               |
| <b>Who should read this</b> | General Managers / Rangers / Pounds                            |
| <b>Contact</b>              | Program Delivery Team / 02 4428 4100 / rehoming@olg.nsw.gov.au |
| <b>Action required</b>      | For Information                                                |

### Update to the Guidelines for Designated Rehoming Organisations under Section 88B of the *Companion Animals Act 1998*

#### What's new or changing

- In June 2021 the Office of Local Government (OLG) issued new *Guidelines for Designated Rehoming Organisations. (Guidelines)*
- On 1 July 2021 the 50% discounted registration fee for desexed cats and dogs purchased from rehoming organisations was reduced to \$0 which is reflected in the Companion Animals Regulation 2018 at clause 18(4)(c).
- The *Guidelines* and application form have been updated to reflect free registration for desexed cats and dogs purchased from rehoming organisations.
- Further minor updates to the *Guidelines* include:
  - the removal of the requirement for applicants to obtain letters of support from councils of the area in which all carers reside. A letter of support is still required from the council of the area in which the Primary Carer resides, and
  - the requirement for councils to conduct compliance checks on the NSW Companion Animals Register (Register) for each carer nominated by an applicant has been removed. These checks continue to be conducted by the OLG as part of the assessment process for applicants seeking designation as a rehoming organisation.

#### What this will mean for your council

- Councils are encouraged to acquaint themselves with the *Guidelines for Designated Rehoming Organisations (version 2.0) – November 2021*.
- Councils should refer to the list of designated rehoming organisations on OLG's website before releasing a companion animal to such an organisation where a registration fee exemption is sought.
- Only those organisations on the list are entitled to concessions in regard to the registration and permit requirements of the legislation.
- Councils are to continue the established process of 'Flagging' an animal as being purchased from an eligible pound/shelter on the Register to validate fee registration. A late fee also cannot be applied.

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**Where to go for further information**

- The updated *Guidelines for Designated Rehoming Organisations – November 2021* and a list of approved rehoming organisations is available on OLG's website at [www.olg.nsw.gov.au/public/dogs-cats/information-for-professionals/information-for-animal-rescue-organisations/](http://www.olg.nsw.gov.au/public/dogs-cats/information-for-professionals/information-for-animal-rescue-organisations/)
- The updated application form for designation as a rehoming organisation may also be found at the above webpage.



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## Circular to Councils

Strengthening local government

|                      |                                                                                                     |
|----------------------|-----------------------------------------------------------------------------------------------------|
| Circular Details     | 21-37 / 22 November 2021 / A798727                                                                  |
| Previous Circular    | 21-20 Postponement of the local government elections to 4 December 2021                             |
| Who should read this | Councillors / General Managers / All council staff                                                  |
| Contact              | Council Governance Team / 02 4428 4100 / <a href="mailto:olg@olg.nsw.gov.au">olg@olg.nsw.gov.au</a> |
| Action required      | Information / Council to Implement                                                                  |

### Amendments to the Public Health Order relating to voting at the 2021 local government elections

#### What's new or changing

- The *Public Health (COVID-19 General) Order 2021* (the Public Health Order) has been amended by the *Public Health (COVID-19 General) Amendment Order (No 8)* to clarify the operation and application of the Public Health Order to voting and other activities at the local government elections.
- The Public Health order and the amendment to it are available [here](#).

#### What this will mean for your council

- Among other things, the amended order provides the following:
  - Masks remain compulsory in an indoor area of premises other than a place of residence, including premises being used as a polling place or voting centre.
  - Unvaccinated persons may attend premises being used as a polling place or voting centre that would normally be closed to unvaccinated persons to vote at, or participate in the conduct of, an election.
  - Unvaccinated persons may participate in an outdoor public gathering of more than 2 persons if they are voting at, or participating in the conduct of, an election.
  - In areas subject to a stay at home order, it is a reasonable excuse to be away from a person's place of residence to attend a polling place or voting centre to vote at, or participate in the conduct of, an election. Currently, no areas are subject to a stay at home order.

#### Where to go for further information

- For further information please contact the Council Governance Team on 02 4428 4100 or by email at [olg@olg.nsw.gov.au](mailto:olg@olg.nsw.gov.au).

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|                             |                                                                                                     |
|-----------------------------|-----------------------------------------------------------------------------------------------------|
| <b>Circular Details</b>     | 21-38 / 25 November 2021 / A798066                                                                  |
| <b>Previous Circular</b>    | N/A                                                                                                 |
| <b>Who should read this</b> | Councillors / General Managers / All council staff /conduct reviewers                               |
| <b>Contact</b>              | Council Governance Team / 02 4428 4100 / <a href="mailto:olg@olg.nsw.gov.au">olg@olg.nsw.gov.au</a> |
| <b>Action required</b>      | Response to OLG                                                                                     |

### Consultation on review of the councillor misconduct framework

#### What's new or changing

- The Minister for Local Government, the Hon. Shelley Hancock MP, has initiated an independent review of the framework for dealing with councillor misconduct in New South Wales.
- Mr Gary Kellar PSM has been appointed to carry out the review. Mr Kellar was a member of the expert panel which conducted a review of the local government misconduct framework in Queensland in 2017 and was chief executive officer of Logan City Council for 26 years.
- A consultation paper has been issued to facilitate an understanding of the current framework and to invite submissions identifying areas for improvement, together with suggestions for the practical application of those improvements. The consultation paper is available [here](#).

#### What this will mean for your council

- Anyone, including councils, individual councillors and council staff, can make written submissions in response to the consultation paper.
- Councils' complaints coordinators should also advise conduct reviewers of the review and the opportunity to make written submissions in response to the consultation paper.
- Information on how to make submissions is contained in the consultation paper.
- Submissions should be made before **28 March 2022**.

#### Key points

- The review is examining the current administrative framework under which complaints about councillor misconduct are managed, with the aim of identifying possible areas for improvement. The review will include an examination of similar frameworks used in other jurisdictions for any lessons they may offer for improving the New South Wales framework.
- The review's terms of reference are available [here](#).

#### Where to go for further information

- For more information, contact the Council Governance Team by telephone on 02 4428 4100 or by email at [olg@olg.nsw.gov.au](mailto:olg@olg.nsw.gov.au).

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|                             |                                                                                         |
|-----------------------------|-----------------------------------------------------------------------------------------|
| <b>Circular Details</b>     | 21-39 / 26 November 2021 / A798662                                                      |
| <b>Previous Circular</b>    | 19-30 Review of the <i>Impounding Act 1993</i> and Release of Discussion Paper          |
| <b>Who should read this</b> | Councillors/General Managers/All council staff                                          |
| <b>Contact</b>              | Policy Team / 02 4428 4100 / <a href="mailto:olg@olg.nsw.gov.au">olg@olg.nsw.gov.au</a> |
| <b>Action required</b>      | Information                                                                             |

### The NSW Government's *Public Spaces (Unattended Property) Act 2021*

#### What's new or changing

- The *Public Spaces (Unattended Property) Act 2021* (the new Act) was passed by Parliament on 19 November 2021.
- The Act will repeal the *Impounding Act 1993*. It is important to note the new Act has not commenced and will come into effect on a date appointed by proclamation.
- Prior to commencement of the new Act, supporting regulations and guidance will be made, following public consultation.
- The new Act is outcomes focused and puts the onus on those responsible to manage their items and animals within risk-based timeframes or face strong regulatory action. It will:
  - require a broader range of people to take responsibility for leaving items or animals unattended
  - provide clearer expectations and grounds for compliance action, including by enabling specific, risk-based timeframes for action
  - provide for the efficient and effective management of different classes of items, including shared devices (such as share bikes and shopping trolleys); unattended motor vehicles (including boat trailers) and animals
  - provide for special arrangements for emergencies involving animals on roads where that involves unacceptable risk
  - provide more flexible, modern arrangements for the storage of items and places of care of animals
  - provide for stronger regulatory action to be taken, including through higher penalties for certain offences and bodies corporates
  - provide more flexible, modern compliance and enforcement arrangements, including to enable better collaboration between councils and other authorities
  - enable further duties, standards, and offences to be prescribed by regulation and in Codes of Practice, and
  - amend road transport laws so that registered operators may be fined for parking unregistered class A cars and trailers on public roads from 15 days after the registration has lapsed, and to enable councils to issue penalty infringement notices for these offences for class A cars (in addition to trailers).

#### What this will mean for your council

- The Government is committed to keeping public places safe and accessible for all members of the community.

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- The date of proclamation of the new Act will be determined by the Minister based on the development of supporting regulations and guidance and the readiness of councils, other authorities, industry and communities to implement the Act.
- The Office of Local Government (OLG) will continue to consult with councils, other authorities and industry to develop training, guidance and communication materials to assist with implementation.

#### Key points

- The new Act will continue to address the needs of communities, councils and other authorised officers across NSW when managing unattended animals and items in public places.
- Prior to commencement of the new Act, supporting regulations and guidance will be made, following public consultation.
- In December 2019, the Minister for Local Government, the Hon. Shelley Hancock, MP, launched a comprehensive review of the *Impounding Act 1993*.
- Feedback received from authorised officers and key stakeholders during the extensive consultation process was instrumental in shaping the new Act.

#### Where to go for further information

- The *Public Spaces (Unattended Property) Act 2021* is available at [www.parliament.nsw.gov.au](http://www.parliament.nsw.gov.au). Once assented to by the Governor, it will be available on the Legislation Register at <https://legislation.nsw.gov.au/>
- Further information about the *Public Spaces (Unattended Property) Act 2021* is available on the OLG website [here](#).
- Further information about the review of the existing Impounding Act is available on the OLG website [here](#).



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## Circular to Councils

|                      |                                                                                                    |
|----------------------|----------------------------------------------------------------------------------------------------|
| Circular Details     | 21-40 / 7 December 2021 / A799160                                                                  |
| Previous Circular    | 18-46 – New Councillor Induction and Professional Development Requirements                         |
| Who should read this | Mayors / Councillors / General Managers / Council Governance staff                                 |
| Contact              | Council Governance Team / 02 4428 4100/ <a href="mailto:olg@olg.nsw.gov.au">olg@olg.nsw.gov.au</a> |
| Action required      | Information/Council to Implement                                                                   |

### 2022 “Hit the Ground Running” councillor webinars

#### What’s new or changing

- Under the *Local Government (General) Regulation 2021* (the Regulation), councils must ensure that induction training is delivered to councillors who have been elected for the first time and refresher training for councillors who are re-elected, within 6 months of their election. Councils are also required to provide supplementary training to mayors.
- To assist councils in the delivery of their councillor induction and refresher training, the Office of Local Government (OLG) will be holding a series of “Hit the Ground Running” webinars during early 2022.
- OLG will also soon be issuing an updated edition of the *Councillor Handbook* which will be published on OLG’s website [here](#).
- These resources will provide councillors with essential information to serve their community and fulfil their civic responsibilities.
- Because of the COVID-19 pandemic and councillor work and family commitments, the “Hit the Ground Running” webinars will be held online once a week on Saturdays over 1-2 hours. Recordings of the webinars will be made available on OLG’s website.
- Councillors will receive a certificate of attendance to provide to councils for each of the webinars they attend.
- Session details and dates are provided in the attachment to this circular.

#### What this will mean for your council

- The “Hit the Ground Running” webinars will focus on the key elements of a councillor’s role and responsibilities.
- All councillors are strongly encouraged to participate in the “Hit the Ground Running” webinars. They will provide essential information to support councillors in serving their community and fulfilling their responsibilities.
- Councils are encouraged to incorporate the webinars into the councillor induction and refresher program they are required to deliver to elected members after the December 2021 council elections.
- General managers should widely promote the webinars and strongly encourage attendance by providing relevant session dates in the council calendar and assisting councillors with their registration.
- An online registration system will soon be made available for councillors to register their attendance and information provided about how to register.

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**Where to go for further information**

- The *Councillor Induction and Professional Development Guidelines* are available on OLG's website [here](#).
- The 2021 *Councillor Handbook* will soon be available on OLG's website [here](#).
- An online registration system will soon be made available for councillors to register their attendance at the webinars and information provided about how to register.
- For further information, contact OLG's Council Governance Team on (02) 4428 4100.



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## Circular to Councils

|                      |                                                                                                     |
|----------------------|-----------------------------------------------------------------------------------------------------|
| Circular Details     | 21-41 / 14 December 2021 / A789915                                                                  |
| Previous Circular    | N/A                                                                                                 |
| Who should read this | General Managers / Human Resources Staff                                                            |
| Contact              | Council Governance Team / 02 4428 4100 / <a href="mailto:olg@olg.nsw.gov.au">olg@olg.nsw.gov.au</a> |
| Action required      | Council to Implement                                                                                |

### Annual Reporting of Labour Statistics by Councils

#### What's new or changing

- Section 217 of the *Local Government (General) Regulation 2021* (the Regulation) has been amended to require councils to report on their employment practices in their annual reports.

#### What this will mean for your council

- Councils will be required to publish information in their annual reports, starting with the 2021/22 annual report, on the total number of persons who performed paid work for them on a "relevant day" to be fixed by the Secretary of the Department of Planning, Industry and Environment (Secretary DPIE) each year.
- Councils will be required to publish the following information in their annual reports:
  - separate statements on the number of persons directly employed by the council:
    - on a permanent full-time basis,
    - on a permanent part-time basis
    - on a casual basis, and
    - under a fixed term contract
  - the number of staff members employed by the council who are "senior staff" for the purposes of the *Local Government Act 1993* (the Act)
  - the number of persons engaged by the council, under a contract or other arrangement with the person's employer, that is wholly or principally for the labour of the person, and
  - the number of persons supplied to the council, under a contract or other arrangement with the person's employer, as an apprentice or trainee.
- The Secretary DPIE will fix the relevant day for reporting purposes after the end of each year. The date is required to be a date which is different from the date fixed for the previous year and must not fall on a weekend or public holiday.

#### Key points

- The requirement for councils to publish labour force data in their annual reports is designed to allow greater scrutiny of councils' employment practices by their governing bodies, their communities, and key stakeholders such as the unions.

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- Increased transparency around councils' employment practices will promote better compliance with the Act and the *Local Government (State) Award*, encourage a more strategic approach to workforce planning and allow better-informed decision making by councils in relation to the management of their workforces.

**Where to go for further information**

- For further information please contact the Council Governance Team on 02 4428 4100 or by email at [olg@olg.nsw.gov.au](mailto:olg@olg.nsw.gov.au).



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|                             |                                                                                                                                                                 |
|-----------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Circular Details</b>     | 21-42 / 24 December 2021 / A798531                                                                                                                              |
| <b>Previous Circular</b>    | <i>21-30 Post-Election Guide on key decisions and activities for councils, county councils and joint organisations following the local government elections</i> |
| <b>Who should read this</b> | Councillors / General Managers / Council Governance Staff                                                                                                       |
| <b>Contact</b>              | Council Governance Team / 02 4428 4100 / <a href="mailto:olg@olg.nsw.gov.au">olg@olg.nsw.gov.au</a>                                                             |
| <b>Action required</b>      | Council to Implement                                                                                                                                            |

**Reminder to councils: decisions on countbacks, administration of the oath or affirmation of office and the delivery of councillor induction and refresher training after the election**

#### What's new or changing

- Councils are reminded that at their first meeting following the ordinary election, they will be required to decide whether to fill casual vacancies using a countback and to administer an oath or affirmation of office for councillors.
- Councils are also reminded that they will need to provide induction training for newly elected mayors and councillors and refresher training for returning mayors and councillors within six months of the election.

#### What this will mean for your council

- At their first meeting after the ordinary election, councils are required to resolve to fill casual vacancies occurring in the first 18 months after the election using a countback if they want to fill casual vacancies by these means. If councils do not resolve to fill casual vacancies using a countback at their first meeting after the election, by-elections will need to be held to fill vacancies.
- At or before the first meeting after the election, the mayor and councillors are required to take an oath or make an affirmation of office. A councillor who fails, without a reasonable excuse, to take the oath or make an affirmation of office, will not be entitled to attend council meetings until they do so and will be taken to be absent without leave.
- Councils must provide induction training for newly elected mayors and councillors and refresher training for returning mayors and councillors within six months of the election. Councils are required to report on the mayor's and councillors' participation in induction or refresher training in their annual reports. Guidance on developing and delivering induction and refresher training is provided in the Office of Local Government's *Councillor Induction and Professional Development Guidelines* which are available [here](#).

#### Where to go for further information

- Further guidance on these and other requirements is provided in the *Post-Election Guide for Councils, County Councils and Joint Organisations*. The Guide is available [here](#).

Office of Local Government  
5 O'Keefe Avenue NOWRA NSW 2541  
Locked Bag 3015 NOWRA NSW 2541  
T 02 4428 4100 F 02 4428 4199 TTY 02 4428 4209  
E [olg@olg.nsw.gov.au](mailto:olg@olg.nsw.gov.au) W [www.olg.nsw.gov.au](http://www.olg.nsw.gov.au) ABN 20 770 707 468

- For further information, contact the Council Governance Team on 4428 4100 or [olg@olg.nsw.gov.au](mailto:olg@olg.nsw.gov.au).

 23 December 2021

**Brett Whitworth**  
Group Deputy Secretary, Planning Delivery and Local Government

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Office of  
Local Government

## Circular to Councils

|                             |                                                                                             |
|-----------------------------|---------------------------------------------------------------------------------------------|
| <b>Circular Details</b>     | 22-01 / 24 January 2022 / A796990                                                           |
| <b>Previous Circular</b>    | N/A                                                                                         |
| <b>Who should read this</b> | General Managers / Financial accounting business areas                                      |
| <b>Contact</b>              | Policy Team / (02) 4428 4100 / <a href="mailto:code@olg.nsw.gov.au">code@olg.nsw.gov.au</a> |
| <b>Action required</b>      | Council/Joint Organisations to implement                                                    |

### Local Government Code of Accounting Practice and Financial Reporting 2021-22

#### What's new or changing

- The final Code of Accounting Practice and Financial Reporting (Code) is available for preparing councils' 2021-22 financial statements.
- A Joint Organisation (JO) Supplement to the Code is available for preparing JO 2021-22 financial statements.

#### What this will mean for your council/JO

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

#### Key points

- The Code has been prepared in accordance with the *Local Government Act 1993*, the Australian Accounting Standards and other requirements.
- Changes highlighted in yellow are new for 2021-22.
- Councils and JOs should carefully review the key changes in this year's Code, which are also detailed within the *Summary of key changes to the Code 2021-22*.
- The JO Supplement to the Code supports JOs preparing financial statements.
- The introduction and overview of the Code provides guidance to JO's on the application of the JO Supplement.
- The Code has been developed in consultation with the Code Working Group, which involves key stakeholders, including the NSW Audit Office, council and JO representatives, external auditors and Local Government NSW.

#### Where to go for further information

- OLG's website has the:
  - Code comprising of five documents:
    1. General Purpose Financial Statements (Section 1)
    2. Joint Organisations Supplement (Section 2)
    3. Special Purpose Financial Statements (Section3)
    4. Special Schedules (section 4), and
    5. Appendices (Section 5)
  - *Summary of key changes to the Code 2021-22*

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T 02 4428 4100 F 02 4428 4199 TTY 02 4428 4209  
E [olg@olg.nsw.gov.au](mailto:olg@olg.nsw.gov.au) W [www.olg.nsw.gov.au](http://www.olg.nsw.gov.au) ABN 20 770 707 468

OLG's Accounting Practice page can be found here:

<https://www.olg.nsw.gov.au/councils/council-finances/financial-reporting/local-government-code-of-accounting-practice-and-financial-reporting/>



Brett Whitworth

Group Deputy Secretary, Planning Delivery and Local Government

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### 10.1.3 IMPORTANT DATES – UPCOMING MEETINGS AND EVENTS

**REPORTING SECTION:** Executive  
**AUTHOR:** Michael Urquhart  
**FILE NUMBER:** 12/14-03

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**Summary:**

A list of upcoming meetings and events is provided for Councillors to make notes of to avoid any clashes of commitments.

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

This report allows Councillors and senior management staff to plan their activities and spread their work load having regard to upcoming commitments. It also avoids situations where some Councillors missed meetings or are not aware of when they have been scheduled. In addition, outside organisations have been requested to send meeting notice and minutes direct to Council's various representatives. Where notification is received meeting dates will be listed on the strategic tasks, events and meetings calendar and the representative(s) names flagged.

**Current Position:**

Councillors are requested to raise any queries prior to the meetings listed.

**Governance Issues:**

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

**Environmental Issues:**

Not applicable.

**Stakeholders:**

Councillors and Walgett Shire Council staff.

**Alternative Solutions/Options:**

Not applicable.

**Conclusion:**

Provided there are no changes it is appropriate to receive and not the information.

| <b>Important Dates For Councillors – Upcoming Meetings &amp; Events</b>                                                                                   |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <p>That Council receive and note the list of upcoming meetings and events.</p> <p><b>Moved:</b></p> <p><b>Seconded:</b></p> |

**Attachments:**

Upcoming meetings and events schedule.

**IMPORTANT DATES – Upcoming Meetings and Events**

| <b>DATE</b>                 | <b>MEETING/FUNCTION</b>                      | <b>LOCATION</b>                      | <b>NOTES</b>                                  |
|-----------------------------|----------------------------------------------|--------------------------------------|-----------------------------------------------|
| 28 February 2022            | Castlereagh Macquarie County Council Meeting | Coonamble                            | Clr Woodcock and Clr Cooke                    |
| 28 February to 2 March 2022 | LG NSW Special Conference                    | Hyatt Regency, Sydney                | Councillors who wish to attend                |
| 2 March 2022                | Rural Bush Fire Management Group             | Coonamble                            | Clr Ramien, GM and CFO                        |
| 11 March 2022               | Country Mayors Association Meetings          | Club York, Sydney                    | Mayor and General Manager                     |
| 24 March 2022               | Council Meeting                              | Walgett Chambers                     | Councillors, GM and Executive Staff to attend |
| 28 April 2022               | Council Meeting                              | Walgett Chambers                     | Councillors, GM and Executive Staff to attend |
| 11 May 2022                 | LEMC Meeting                                 | Walgett Police Station               | General Manager                               |
| 26 May 2022                 | Council Meeting                              | Walgett Chambers                     | Councillors, GM and Executive Staff to attend |
| 19 June to 22 June 2022     | ALGA – National General Assembly             | National Convention Centre, Canberra | Councillors who wish to attend                |
| 23 June 2022                | Council Meeting                              | Walgett Chambers                     | Councillors, GM and Executive Staff to attend |
| 28 July 2022                | Council Meeting                              | Walgett Chambers                     | Councillors, GM and Executive Staff to attend |
| 10 August 2022              | LEMC Meeting                                 | Walgett Police Station               | General Manager                               |
| 25 August 2022              | Council Meeting                              | Walgett Chambers                     | Councillors, GM and Executive Staff to attend |
| 22 September 2022           | Council Meeting                              | Walgett Chambers                     | Councillors, GM and Executive Staff to attend |
| 27 October 2022             | Council Meeting                              | Walgett Chambers                     | Councillors, GM and Executive Staff to attend |
| 9 November 2022             | LEMC Meeting                                 | Walgett Police Station               | General Manager                               |
| 24 November 2022            | Council Meeting                              | Walgett Chambers                     | Councillors, GM and Executive Staff to attend |
| 15 December 2022            | Council Meeting                              | Walgett Chambers                     | Councillors, GM and Executive Staff to attend |

### **10.1.3 SECOND QUARTER OPERATIONAL PLAN & HALF YEARLY DELIVERY PROGRAM FOR 2021/2022**

**REPORTING SECTION:** Corporate Services  
**AUTHOR:** Michael Urquhart – Chief Financial Officer  
**FILE NUMBER:** 22/10/0002

---

**Summary:**

This report provides Council with the status of the second quarter Operational Plan and yearly Delivery Program Targets for 2021/2022.

**Background:**

Section 405 of the Local Government Act 1993 requires Council to adopt an Operational Plan and Section 404 requires Council to adopt a Delivery Program. This report comments on the status of the Operational Plan and Delivery Program as at 31<sup>st</sup> December 2021 and the extent to which the performance targets have been achieved.

**Current Position:**

The second quarter Operational Plan & Delivery Program Status Report is attached for Council's information.

At this point in time, a vast majority of the performance targets have been met, while a small number of projects are on-going. Status comments explain the position and reasons for the roll-over projects have been delayed.

**Governance issues:**

Local Government Act 1993  
Local Government regulation (2005)

**Environmental issues:**

N/A

**Stakeholders:**

Walgett Shire Council  
Walgett Shire Community

**Financial Implications:**

All matters arising from the operational plan are accordingly covered by budget allocations or variation in the Quarterly Budget Reviews.

**Alternative Solutions/Options:**

NIL

**Conclusion:**

Council should note the progress made during the second quarter of the Operational Plan 2021/2022 and half yearly Delivery Program.

**Second Quarter Operational Plan & Half Yearly Delivery Program 2021/2022**

**Recommendation:**

Council accept the progress made on the 2021/2022 Operational Plan and Delivery Program as at 31<sup>st</sup> December 2021.

**Moved:**

**Seconded:**

**Attachments:**

Second Quarter Operational Plan & half yearly Delivery Program for 2021/2022 Status Report. Refer to Attachment Document – Part A

## 10.1.4 LOCAL ROAD & COMMUNITY INFRASTRUCTURE GRANT (LRCI)

**REPORTING SECTION:** Executive Services  
**AUTHOR:** Michael Urquhart – General Manager  
**FILE NUMBER:** 22/10/0003

---

### Summary:

This report is presented to Council advising of the Federal Government’s announcement of a further stimulus funding initiative to assist with recovery of the local economy from the Covid pandemic.

### Background:

Council has received advice from the Department of Infrastructure, Transport, Regional Development & Communication regarding a grant of \$2,471,230 under the LRCI program. The program aims to assist local economies recover from the Covid-19 pandemic by supporting local business and employment. The Department expect Council to engage suitable contractors to deliver the projects by the 30<sup>th</sup> June 2023.

### Current Position:

The scope of projects is wide ranging, including construction of roads, reconstruction, rehabilitation re-sheeting, resealing, bridgeworks, drainage, traffic improvement, CCTV, cycleway footpaths, street lighting, painting of community facilities, landscaping, carparks and playgrounds.

MANEX over the past few months have developed a list of project priorities for the funding program.

1. **Rowena Hall refurbishment.** - \$60,000. Additional funds required to complete the Rowena Hall refurbishment. State Government funds from the Drought Stimulus package totalling \$208,523 have been allocated to the project. Estimates indicate a total of \$268,523 is needed to complete the works.
2. **Collarenebri Hall refurbishment.** – \$250,000. Additional funds required to complete the refurbishment of the Collarenebri Hall and supper room. Council allocated \$248,314 to this project under the Stronger Country Communities Program, however revised cost estimates from tenderers put the refurbishment at \$498,314.
3. **Opal Street footpath.** - \$210,000. Funding for construction of a footpath cycleway from Pandora Street to Opal Park. Proposed path was a recommendation from the WSC Pedestrian Access and mobility Plan PAMP and Bike Plan 2017.
4. **Carinda Sportsground.** - \$40,000. The community have requested for an upgrade of the fencing around the sportsground to keep animals out. The exclusion fence and associated gates will allow community groups and Council to further develop the sporting facility.
5. **Walgett Splash Park.** - \$1,000,000. In 2021 Walgett CWA were successful with its grant application for the “Rural Aid Country Town Makeover”. Rural Aid included in its deliverables a community consultation program which identified a splash park as a much needed infrastructure project that Council should consider in the future. A

splash park is an attraction benefiting both Walgett locals, surrounding communities and visitors to the shire. The splash park makes the town more liveable, provides an experience and entertainment for the younger members of the community during the long hot summers. A facility such as this assists Council and community in delivering programs to the youth of Walgett.

6. **Miners Road Grawin.** - \$180,000. The first 900 metres of Miners Road was recently gazetted as a public road (WSC as road authority), and a small section of the road was subsequently sealed. It is proposed to seal the remaining 700 metres to the first grid. The road has a high traffic count servicing local and tourists to the opal fields.
7. **Gravel Re-sheeting & Sheetting Unsealed Roads.** - \$731,230. Engineering staff shall prepare a further report for Council after reviewing asset data, traffic records, flood grant submissions and the Peece Consulting report to determine road priority for allocation of funds.

**Relevant Reference Documents/Policies:**

Walgett Shire Council Procurement & Asset disposal Policy.  
Walgett Shire Council Local Preference Purchasing Policy.

**Governance issues:**

Council is to execute the program grant agreement.

**Environmental issues:**

NIL

**Stakeholders:**

Walgett Shire Council community  
Walgett Shire Council  
Commonwealth Government

**Financial Implications:**

The projects considered will be 100% grant funded and not impact upon Council's budget bottom line for 2021-2022, and 2022-2023.

**Alternative Solutions/Options:**

Council not accept the grant.

**Conclusion:**

The writer recommends Council enter into the grant agreement, with the Department of Infrastructure, Transport, Regional Development and Communication, and the projects as recommended be adopted.

**Local Road & Community Infrastructure Grant (LRCI)**

**Recommendation:**

That:

1. Council enter into the grant funding agreement with the Department of Infrastructure, Transport, Regional Development & Communication, and the General Manager be authorised to sign the funding agreement.

2. Council allocate the funding to the following projects:

- (1) Rowena Hall Refurbishment - \$60,000
- (2) Collarenebri Hall refurbishment - \$250,000
- (3) Opal Street Footpath - \$210,000
- (4) Carinda Sportsground - \$40,000
- (5) Walgett Splash Park - \$1,000,000
- (6) Miners Road Grawin - \$180,000
- (7) Gravel Re-sheeting & Sheetting Unsealed Roads - \$731,230

**Moved:**

**Seconded:**

**Attachments:**

Nil.

## **10.2 CHIEF FINANCIAL OFFICER**

### **10.2.1 MONTHLY OUTSTANDING RATES AS AT 30 NOVEMBER 2021**

**REPORTING SECTION:** Corporate Services  
**AUTHOR:** Tony Hughes – Chief Financial Officer  
**FILE NUMBER:** 22/10/0005

---

#### **Summary:**

Council's debt recovery policy is aimed at having outstanding rates and annual charges debts recovered in a timely manner to support Council in its objectives by providing sufficient funding to enable the continued provision of services to the local government area. The aim of this process is to achieve a recovery of rates and annual charges levied in any given financial year of greater than 90%.

#### **Background:**

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

Walgett Shire Council is classified as a Regional and Rural Council and the benchmark used for these councils in the Local Government Code of Accounting Practice and Financial Reporting is less than 10% for the Rates, Annual Charges, Interest & Extra Charges Outstanding Percentage as at the end of the financial year.

#### **Current Position:**

Collection of the current years levy and arrears as at 30 November 2021 is 48.69% which is 1.37% less than the previous year collection at 30 November 2020 of 50.06%. Collections have increased in the first week of December with a total of 49.86% collected.

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

Outstanding Rates Report.

#### **Governance issues:**

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

#### **Environmental issues:**

Nil

#### **Stakeholders:**

Walgett Shire Council Community  
Walgett Shire Ratepayers  
Walgett Shire Council

#### **Financial Implications:**

The recovery of rates and charges is a key performance indicator that is analysed by external bodies such as Treasury Corp in conjunction with the Local Government Review Panel. Efforts

to improve and lower the levels of outstanding rates and charges strengthen Walgett Shire Council's long term financial position.

**Alternative Solutions/Options:**

There are no alternative solutions or options.

**Conclusion:**

The report recommends that Council note the outstanding rates and annual charges percentage.

| <b>Monthly Outstanding Rates Report as at 30 November 2021</b>                                                                                         |
|--------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <p>The 30 November 2021 outstanding rates report be received and noted.</p> <p><b>Moved:</b></p> <p><b>Seconded:</b></p> |

**Attachments:**

Monthly Report – Outstanding Rates Report

## Monthly Report - Outstanding Rates &amp; Annual Charges as at 30 November 2021

|                                                         | 6 December 2021       | 30 November 2021      | 30 November 2020      |
|---------------------------------------------------------|-----------------------|-----------------------|-----------------------|
| Arrears from previous year                              | 1,178,458.83          | 1,178,458.83          | 1,073,123.02          |
| Adjustment                                              |                       |                       |                       |
| Sub Total                                               | 1,178,458.83          | 1,178,458.83          | 1,073,123.02          |
| <b>Current Year Activity</b>                            |                       |                       |                       |
| Legal fees (Including write off's)                      | (10,778.00)           | (10,778.00)           | (647.00)              |
| Adjusted Levy                                           | 10,151,680.84         | 10,151,680.84         | 9,827,064.43          |
| Interest (Including write off's)                        | 31,271.04             | 31,251.28             | 401.06                |
| Adjustments (Including Write Off's)                     | (3,180.95)            | (3,180.95)            | (1,857.31)            |
| Sub Total                                               | 10,168,992.93         | 10,168,973.17         | 9,824,961.18          |
| <b>Total Arrears and Adjusted Levy</b>                  | <b>11,347,451.76</b>  | <b>11,347,432.00</b>  | <b>10,898,084.20</b>  |
| Payments                                                | (5,458,996.72)        | (5,325,291.86)        | (5,258,042.87)        |
| Pensioner Concessions - Govt                            | (97,254.30)           | (97,391.80)           | (97,043.12)           |
| Pensioner Concessions - Council                         | (79,575.72)           | (79,688.22)           | (79,403.08)           |
| Discount                                                | 0.00                  | 0.00                  | 0.00                  |
| Special Rebate Council                                  | (22,487.25)           | (22,487.25)           | (21,212.50)           |
| Sub Total                                               | (5,658,313.99)        | (5,524,859.13)        | (5,455,701.57)        |
| <b>Total Remaining Levy</b>                             | <b>\$5,689,137.77</b> | <b>\$5,822,572.87</b> | <b>\$5,442,382.63</b> |
| Current                                                 | 4,612,973.79          | 4,740,580.33          | 4,499,352.38          |
| Arrears                                                 | 730,567.31            | 736,209.68            | 610,531.57            |
| Interest b/f from previous years                        | 192,821.78            | 192,952.77            | 188,934.27            |
| Current year interest                                   | 27,705.88             | 27,761.08             | 0.00                  |
| Legals                                                  | 125,069.01            | 125,069.01            | 143,564.41            |
| <b>Total Remaining Levy</b>                             | <b>\$5,689,137.77</b> | <b>\$5,822,572.87</b> | <b>\$5,442,382.63</b> |
| <b>Variance</b>                                         | <b>-\$0.00</b>        | <b>-\$0.00</b>        | <b>\$0.00</b>         |
| <b>Total YTD Collected</b>                              |                       |                       |                       |
| Collected YTD % of Levy, Arrears, Interest & Legal Fees | 49.86%                | 48.69%                | 50.06%                |
| Collected YTD % of Levy                                 | 53.68%                | 52.37%                | 53.52%                |

Note (1) 2020-2021 Rates and Charges were levied in accordance with OLG Circular 20-12/ 17 April 2020 (1st Instalment/Payment in Full - Due Date 30 September 2020) due to the Covid-19 Pandemic.

## 10.2.2 MONTHLY OUTSTANDING RATES AS AT 31 DECEMBER 2021

**REPORTING SECTION:** Corporate Services  
**AUTHOR:** Tony Hughes – Chief Financial Officer  
**FILE NUMBER:** 22/10/0007

---

### **Summary:**

Council's debt recovery policy is aimed at having outstanding rates and annual charges debts recovered in a timely manner to support Council in its objectives by providing sufficient funding to enable the continued provision of services to the local government area. The aim of this process is to achieve a recovery of rates and annual charges levied in any given financial year of greater than 90%.

### **Background:**

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

Walgett Shire Council is classified as a Regional and Rural Council and the benchmark used for these councils in the Local Government Code of Accounting Practice and Financial Reporting is less than 10% for the Rates, Annual Charges, Interest & Extra Charges Outstanding Percentage as at the end of the financial year.

### **Current Position:**

Collection of the current years levy and arrears as at 31 December 2021 is 54.23% which is 0.72% less than the previous year collection at 31 December 2020 of 54.95%. Collections have increased in the first week of January with a total of 54.37% collected.

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

Outstanding Rates Report.

### **Governance issues:**

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

### **Environmental issues:**

Nil

### **Stakeholders:**

Walgett Shire Council Community  
Walgett Shire Ratepayers  
Walgett Shire Council

### **Financial Implications:**

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

**Alternative Solutions/Options:**

There are no alternative solutions or options.

**Conclusion:**

The report recommends that Council note the outstanding rates and annual charges percentage.

**Monthly Outstanding Rates Report as at 31 December 2021**

**Recommendation**

The 31 December 2021 outstanding rates report be received and noted.

**Moved:**

**Seconded:**

**Attachments:**

Monthly Report - Outstanding Rates Report

### Monthly Report - Outstanding Rates & Annual Charges as at 31 December 2021

|                                                         | 9 January 2022        | 31 December 2021      | 31 December 2020      |
|---------------------------------------------------------|-----------------------|-----------------------|-----------------------|
| Arrears from previous year                              | 1,178,458.83          | 1,178,458.83          | 1,073,123.02          |
| Adjustment                                              |                       |                       |                       |
| Sub Total                                               | 1,178,458.83          | 1,178,458.83          | 1,073,123.02          |
| <b>Current Year Activity</b>                            |                       |                       |                       |
| Legal fees (Including write off's)                      | (10,778.00)           | (10,778.00)           | (647.00)              |
| Adjusted Levy                                           | 10,149,835.97         | 10,149,835.97         | 9,815,763.95          |
| Interest (Including write off's)                        | 38,702.08             | 38,633.30             | 401.06                |
| Adjustments (Including Write Off's)                     | (3,182.51)            | (3,182.51)            | (89,067.74)           |
| Sub Total                                               | 10,174,577.54         | 10,174,508.76         | 9,726,450.27          |
| <b>Total Arrears and Adjusted Levy</b>                  | <b>11,353,036.37</b>  | <b>11,352,967.59</b>  | <b>10,799,573.29</b>  |
| Payments                                                | (5,973,773.40)        | (5,957,000.63)        | (5,736,362.10)        |
| Pensioner Concessions - Govt                            | (97,260.63)           | (97,314.68)           | (97,335.30)           |
| Pensioner Concessions - Council                         | (79,580.90)           | (79,625.13)           | (79,642.16)           |
| Discount                                                | 0.00                  | 0.00                  | 0.00                  |
| Special Rebate Council                                  | (22,487.25)           | (22,487.25)           | (21,212.50)           |
| Sub Total                                               | (6,173,102.18)        | (6,156,427.69)        | (5,934,552.06)        |
| <b>Total Remaining Levy</b>                             | <b>\$5,179,934.19</b> | <b>\$5,196,539.90</b> | <b>\$4,865,021.23</b> |
| Current                                                 | 4,136,434.47          | 4,146,347.96          | 4,041,874.03          |
| Arrears                                                 | 692,458.15            | 699,008.93            | 511,968.28            |
| Interest b/f from previous years                        | 191,937.10            | 192,097.89            | 168,999.61            |
| Current year interest                                   | 34,035.46             | 34,016.11             | 0.00                  |
| Legals                                                  | 125,069.01            | 125,069.01            | 142,179.31            |
| <b>Total Remaining Levy</b>                             | <b>\$5,179,934.19</b> | <b>\$5,196,539.90</b> | <b>\$4,865,021.23</b> |
| <b>Variance</b>                                         | <b>-\$0.00</b>        | <b>-\$0.00</b>        | <b>\$0.00</b>         |
| <b>Total YTD Collected</b>                              |                       |                       |                       |
| Collected YTD % of Levy, Arrears, Interest & Legal Fees | 54.37%                | 54.23%                | 54.95%                |
| Collected YTD % of Levy                                 | 58.71%                | 58.55%                | 58.98%                |

Note (1) 2020-2021 Rates and Charges were levied in accordance with OLG Circular 20-12/ 17 April 2020 (1st Instalment/Payment in Full - Due Date 30 September 2020) due to the Covid-19 Pandemic.

### 10.2.3 MONTHLY OUTSTANDING RATES AS AT 31 JANUARY 2022

**REPORTING SECTION:** Corporate Services  
**AUTHOR:** Tony Hughes – Chief Financial Officer  
**FILE NUMBER:** 22/10/0009

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**Summary:**

Council’s debt recovery policy is aimed at having outstanding rates and annual charges debts recovered in a timely manner to support Council in its objectives by providing sufficient funding to enable the continued provision of services to the local government area. The aim of this process is to achieve a recovery of rates and annual charges levied in any given financial year of greater than 90%.

**Background:**

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

Walgett Shire Council is classified as a Regional and Rural Council and the benchmark used for these councils in the Local Government Code of Accounting Practice and Financial Reporting is less than 10% for the Rates, Annual Charges, Interest & Extra Charges Outstanding Percentage as at the end of the financial year.

**Current Position:**

Collection of the current years levy and arrears as at 31 January 2022 is 56.92% which is 0.66% more than the previous year collection at 31 January 2021 of 56.26%. Collections have increased in the first week of February with a total of 57.68% collected.

**Relevant Reference Documents/Policies:**

Outstanding Rates Report.

**Governance issues:**

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

**Environmental issues:**

Nil

**Stakeholders:**

Walgett Shire Council Community  
Walgett Shire Ratepayers  
Walgett Shire Council

**Financial Implications:**

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

**Alternative Solutions/Options:**

There are no alternative solutions or options.

**Conclusion:**

The report recommends that Council note the outstanding rates and annual charges percentage.

**Monthly Outstanding Rates Report as at 31 January 2022**

**Recommendation**

The 31 January 2022 outstanding rates report be received and noted.

**Moved:**

**Seconded:**

**Attachments:**

Monthly Report - Outstanding Rates Report

**Monthly Report - Outstanding Rates & Annual Charges as at 31 January 2022**

|                                                         | 7 February 2022       | 31 January 2022       | 31 January 2021       |
|---------------------------------------------------------|-----------------------|-----------------------|-----------------------|
| Arrears from previous year                              | 1,178,458.83          | 1,178,458.83          | 1,073,123.02          |
| Adjustment                                              |                       |                       |                       |
| <b>Sub Total</b>                                        | <b>1,178,458.83</b>   | <b>1,178,458.83</b>   | <b>1,073,123.02</b>   |
| <b>Current Year Activity</b>                            |                       |                       |                       |
| Legal fees (Including write off's)                      | (10,778.00)           | (10,778.00)           | (647.00)              |
| Adjusted Levy                                           | 10,149,835.97         | 10,149,835.97         | 9,814,233.95          |
| Interest (Including write off's)                        | 42,914.67             | 42,867.08             | 7,433.39              |
| Adjustments (Including Write Off's)                     | (3,998.36)            | (3,998.36)            | (89,067.74)           |
| <b>Sub Total</b>                                        | <b>10,177,974.28</b>  | <b>10,177,926.69</b>  | <b>9,731,952.60</b>   |
| <b>Total Arrears and Adjusted Levy</b>                  | <b>11,356,433.11</b>  | <b>11,356,385.52</b>  | <b>10,805,075.62</b>  |
| <b>Payments</b>                                         | <b>(6,351,248.48)</b> | <b>(6,265,332.52)</b> | <b>(5,881,241.17)</b> |
| Pensioner Concessions - Govt                            | (97,083.38)           | (97,143.76)           | (97,335.30)           |
| Pensioner Concessions - Council                         | (79,435.86)           | (79,485.27)           | (79,642.16)           |
| Discount                                                | 0.00                  | 0.00                  | 0.00                  |
| Special Rebate Council                                  | (22,487.25)           | (22,487.25)           | (21,212.50)           |
| <b>Sub Total</b>                                        | <b>(6,550,254.97)</b> | <b>(6,464,448.80)</b> | <b>(6,079,431.13)</b> |
| <b>Total Remaining Levy</b>                             | <b>\$4,806,178.14</b> | <b>\$4,891,936.72</b> | <b>\$4,725,644.49</b> |
| <b>Current</b>                                          | <b>3,788,326.79</b>   | <b>3,858,482.83</b>   | <b>3,924,001.90</b>   |
| <b>Arrears</b>                                          | <b>663,825.93</b>     | <b>678,034.49</b>     | <b>483,750.14</b>     |
| <b>Interest b/f from previous years</b>                 | <b>190,916.21</b>     | <b>191,291.85</b>     | <b>170,153.12</b>     |
| <b>Current year interest</b>                            | <b>38,790.20</b>      | <b>39,058.54</b>      | <b>6,287.71</b>       |
| <b>Legals</b>                                           | <b>124,319.01</b>     | <b>125,069.01</b>     | <b>141,451.62</b>     |
| <b>Total Remaining Levy</b>                             | <b>\$4,806,178.14</b> | <b>\$4,891,936.72</b> | <b>\$4,725,644.49</b> |
| <b>Variance</b>                                         | <b>-\$0.00</b>        | <b>-\$0.00</b>        | <b>\$0.00</b>         |
| <b>Total YTD Collected</b>                              |                       |                       |                       |
| Collected YTD % of Levy, Arrears, Interest & Legal Fees | 57.68%                | 56.92%                | 56.26%                |
| Collected YTD % of Levy                                 | 62.40%                | 61.56%                | 60.43%                |

Note (1) 2020-2021 Rates and Charges levied in accordance with OLG Circular 20-12/ 17 April 2020 (1st Instalment/Payment in Full - Due Date 30 September 2020)

## 10.2.4 CASH & INVESTMENTS AS AT 30 NOVEMBER 2021

**REPORTING SECTION:** Corporate Services  
**AUTHOR:** Tony Hughes – Chief Financial Officer  
**FILE NUMBER:** 22/10/0010

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### **Summary:**

This report provides a summary and analysis of Council's cash and investments for the period ending 30th November 2021.

### **Background:**

The investment portfolio consists of on-call bank accounts, fixed rate interest bearing term deposits and floating rate interest bearing deposits. The portfolio is regularly reviewed to maximise investment performance and minimise risk. Council's investment portfolio does not have a secondary market available for the trading of investments and is not subject to share market volatility.

Comparisons are regularly made between existing investments and other available products that meet Council policy guidelines. A comparison of Council's investment portfolio results is also made monthly to that of other NSW Councils and this council's results continue to be better than average.

The investments are compliant with the Relevant Reference Documents and Policies listed in this report with the exception of the issue mentioned below.

### **Current Position:**

Council at month end held a total of \$33,315,929 in on-call and interest-bearing deposits with financial institutions in Australia. The investments are compliant with the Local Government Act (NSW), the associated Regulations and Ministerial Order and Council's Investment Policy with the exception of the investments with AMP. The compliance issue relates to Council's policy only and the following extract from the Imperium Markets report comments on this compliance issue *"As at the end of November, Council had a minor, insignificant overweight position to AMP (BBB) by around \$5k. Exposures are dependent on the overall movement in the portfolio's balances which can drop during periods of high capital expenditure. Overall, the portfolio is well diversified across the investment grade credit spectrum (BBB- or higher), with some exposure to the unrated ADIs following a deposit investment with Judo Bank during the month."*

Council's detailed investment portfolio and compliance information are shown on Attachment 1 to this report. This information is represented graphically as well as digitally and shows Council's compliance (or non-compliance) to the investment policy for all key performance indicators in the policy.

Interest rates continue to be low with no projected improvement to the RBA's forecasts except to say that in their view a lift in rates in 2022 is unlikely being more likely in 2024 and that 2023 was "plausible". The market is also affected by the availability of investment opportunities with many Authorised Deposit-Taking Institutions not offering term deposits on a regular basis. Longer term investments taken out in prior years and the use of cash accounts are providing Council with a reasonable return in the current investment climate. These longer term deposits are maturing and Council is reviewing investment options each month with a view to maximising returns.

**Relevant Reference Documents/Policies:**

Local Government Act (NSW), 1993  
Local Government (General) Regulation 2005  
Ministerial Investment Order 5<sup>th</sup> January 2016  
Investment Policy (Revised June 2021)

**Governance issues:**

Nil

**Environmental issues:**

Nil

**Financial Implications:**

As per report

**Alternative Solutions/Options:**

Nil

**Stakeholders:**

Walgett Shire Council  
Residents of Walgett Shire Council  
Financial Institutions

**Conclusion:**

At 30 November 2021 Walgett Shire Council's total cash and invested funds totalled \$33,315,929 which is an increase of \$1,142,927 from the previous month.

**Attachment:** Attachment 1 Walgett Shire Council's Portfolio report from Imperium Markets.

**Certification – Responsible Accounting Officer**

1. I hereby certify that the investments listed in the attached report have been made in accordance with Section 625 of the *Local Government Act 1993*, clause 212 of the *Local Government (General) Regulation 2005*, the *Investment Order (of the Minister) 5<sup>th</sup> January 2016*.
2. I hereby certify that Council's Cash Book and General Ledger have been reconciled to the bank statement as at the end of month.

Tony Hughes

**Chief Financial Officer – Responsible Accounting Officer**

**Cash and Investment Report as at 30th November 2021.**

**Recommendation:**

That the Investment report be received and noted.

**Moved:**

**Seconded:**

**Attachment:**

Walgett Shire Council's Portfolio report from Imperium Markets. Refer to Attachment Document – Part A

## 10.2.5 CASH & INVESTMENTS AS AT 31 DECEMBER 2021

**REPORTING SECTION:** Corporate Services  
**AUTHOR:** Tony Hughes – Chief Financial Officer  
**FILE NUMBER:** 22/10/0014

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### **Summary:**

This report provides a summary and analysis of Council's cash and investments for the period ending 31st December 2021.

### **Background:**

The investment portfolio consists of on-call bank accounts, fixed rate interest bearing term deposits and floating rate interest bearing deposits. The portfolio is regularly reviewed to maximise investment performance and minimise risk. Council's investment portfolio does not have a secondary market available for the trading of investments and is not subject to share market volatility.

Comparisons are regularly made between existing investments and other available products that meet Council policy guidelines. A comparison of Council's investment portfolio results is also made monthly to that of other NSW Councils and this council's results continue to be better than average.

The investments are compliant with the Relevant Reference Documents and Policies listed in this report with the exception of the issue mentioned below.

### **Current Position:**

Council at month end held a total of \$33,149,847 in on-call and interest-bearing deposits with financial institutions in Australia. The investments are compliant with the Local Government Act (NSW), the associated Regulations and Ministerial Order and Council's Investment Policy with the exception of the investments with AMP. The compliance issue relates to Council's policy only and the following extract from the Imperium Markets report comments on this compliance issue "As at the end of December, all individual counterparties were within the policy limits, except for AMP (BBB) by \$55k, due to the fall in overall balances by \$1m during the month. Exposures are dependent on the overall movement in the portfolio's balances which can drop during periods of high capital expenditure. Overall, the portfolio is well diversified across the investment grade credit spectrum (BBB- or higher), with some exposure to the unrated ADIs following a deposit investment with Judo Bank during the month".

Council's detailed investment portfolio and compliance information are shown on Attachment 1 to this report. This information is represented graphically as well as digitally and shows Council's compliance to the investment policy for all key performance indicators in the policy.

Interest rates continue to be low although the RBA have slightly changed their narrative as "Governor Lowe pushed back on market pricing for interest rate rises in 2022, but interestingly made little mention of 2024 which suggests the RBA is now seeing 2023 as being more probable than the previously characterised 'plausible' terminology". The market is also affected by the availability of investment opportunities with many Authorised Deposit-Taking Institutions not offering term deposits on a regular basis. Longer term investments taken out in prior years and the use of cash accounts are providing Council with a reasonable return in the current investment climate. These longer term deposits are maturing and Council is reviewing investment options each month with a view to maximising returns.

**Relevant Reference Documents/Policies:**

Local Government Act (NSW), 1993  
Local Government (General) Regulation 2005  
Ministerial Investment Order 5<sup>th</sup> January 2016  
Investment Policy (Revised and adopted in June 2021)

**Governance issues:**

Nil

**Environmental issues:**

Nil

**Financial Implications:**

As per report

**Alternative Solutions/Options:**

Nil

**Stakeholders:**

Walgett Shire Council  
Residents of Walgett Shire Council  
Financial Institutions

**Conclusion:**

At month end Walgett Shire Council's total cash and invested funds totalled \$33,149,847 which is a decrease of 166,082 from the previous month.

**Attachment:** Attachment 1 Walgett Shire Council's Portfolio report from Imperium Markets.

**Certification – Responsible Accounting Officer**

1. I hereby certify that the investments listed in the attached report have been made in accordance with Section 625 of the *Local Government Act 1993*, clause 212 of the *Local Government (General) Regulation 2005*, the *Investment Order (of the Minister) 5<sup>th</sup> January 2016*.
2. I hereby certify that Council's Cash Book and General Ledger have been reconciled to the bank statement as at the end of month.

Tony Hughes

**Chief Financial Officer – Responsible Accounting Officer**

**Cash and Investment Report as at 31<sup>st</sup> December 2021**

**Recommendation:**

That the Investment report be received and noted.

**Moved:**

**Seconded:**

**Attachment:**

Walgett Shire Council's Portfolio report from Imperium Markets. Refer to Attachment Document – Part A

## 10.2.6 CASH & INVESTMENTS AS AT 31 JANUARY 2022

**REPORTING SECTION:** Corporate Services  
**AUTHOR:** Tony Hughes – Chief Financial Officer  
**FILE NUMBER:** 22/10/0015

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### **Summary:**

This report provides a summary and analysis of Council's cash and investments for the period ending 31st January 2022.

### **Background:**

The investment portfolio consists of on-call bank accounts, fixed rate interest bearing term deposits and floating rate interest bearing deposits. The portfolio is regularly reviewed to maximise investment performance and minimise risk. Council's investment portfolio does not have a secondary market available for the trading of investments and is not subject to share market volatility.

Comparisons are regularly made between existing investments and other available products that meet Council policy guidelines. A comparison of Council's investment portfolio results is also made monthly to that of other NSW Councils and this council's results continue to be better than average.

The investments are compliant with the Relevant Reference Documents and Policies listed in this report with the exception of the issue mentioned below.

### **Current Position:**

Council at month end held a total of \$32,895,946 in on-call and interest-bearing deposits with financial institutions in Australia. The investments are compliant with the Local Government Act (NSW), the associated Regulations and Ministerial Order and Council's Investment Policy with the exception of the investments with AMP. The compliance issue relates to Council's policy only and the following extract from the Imperium Markets report comments on this compliance issue "As at the end of January, all individual counterparties were within the policy limits, except for AMP (BBB) by \$131k. Exposures are dependent on the overall movement in the portfolio's balances which can drop during periods of high capital expenditure. Overall, the portfolio is well diversified across the investment grade credit spectrum (BBB- or higher), with some exposure to the unrated ADIs following a deposit investment with Judo Bank during the month".

Council's detailed investment portfolio and compliance information are shown on Attachment 1 to this report. This information is represented graphically as well as digitally and shows Council's compliance to the investment policy for all key performance indicators in the policy.

Interest rates continue to be low although the RBA have slightly changed their narrative as "Governor Lowe has commented that "the latest data and forecasts do not warrant an increase in the cash rate in 2022" but suggested that 2023 was plausible". The market is also affected by the availability of investment opportunities with many Authorised Deposit-Taking Institutions not offering term deposits on a regular basis. Longer term investments taken out in prior years and the use of cash accounts are providing Council with a reasonable return in the current investment climate. These longer term deposits are maturing and Council is reviewing investment options each month with a view to maximising returns.\

**Relevant Reference Documents/Policies:**

Local Government Act (NSW), 1993  
Local Government (General) Regulation 2005  
Ministerial Investment Order 5<sup>th</sup> January 2016  
Investment Policy (Revised and adopted in June 2021)

**Governance issues:**

Nil

**Environmental issues:**

Nil

**Financial Implications:**

As per report

**Alternative Solutions/Options:**

Nil

**Stakeholders:**

Walgett Shire Council  
Residents of Walgett Shire Council  
Financial Institutions

**Conclusion:**

At month end Walgett Shire Council's total cash and invested funds totalled \$32,895,946 which is a decrease of \$253,901 from the previous month.

**Attachment:** Attachment 1 Walgett Shire Council's Portfolio report from Imperium Markets.

**Certification – Responsible Accounting Officer**

1. I hereby certify that the investments listed in the attached report have been made in accordance with Section 625 of the *Local Government Act 1993*, clause 212 of the *Local Government (General) Regulation 2005*, the *Investment Order (of the Minister) 5<sup>th</sup> January 2016*.
2. I hereby certify that Council's Cash Book and General Ledger have been reconciled to the bank statement as at the end of month.

Tony Hughes

**Chief Financial Officer – Responsible Accounting Officer**

**Cash and Investment Report as at 31<sup>st</sup> January 2022**

**Recommendation:**

That the Investment report be received and noted.

**Moved:**

**Seconded:**

**Attachment:**

Walgett Shire Council's Portfolio report from Imperium Markets. Refer to Attachment Document – Part A

## **10.2.7 QUARTERLY BUDGET REVIEW STATEMENT - DECEMBER 2021**

**REPORTING SECTION:** Corporate Services  
**AUTHOR:** Chief Financial Officer – Tony Hughes  
**FILE NUMBER:** 22/10/0016

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### **Summary:**

The Chief Financial Officer (CFO) reports to Council on the status of the December 2021 Quarterly Budget Review (QBR) Statement. The report outlines the first quarter operations against the adopted 2021/2022 budget estimates, with income and expenditure variations made because of actual differences or known trends.

### **Background:**

The Quarterly Budget Review document is a statutory requirement under the Local Government (General) Regulations 2005, Part 9, Division 3, Section 203 and is an essential aspect of Council's financial management. A budget review is to be prepared and submitted to Council not later than two months after the end of each quarter.

### **Current Position:**

The current position is detailed in the attached Quarter 2 (period ending 31 December 2021) Quarterly Budget Review Statement report.

The majority of income and expenditure estimates for 2021/2022 are on track, however there are variations brought to account in the attached report due to current expenditure trends and new grant projects. In the attachments for this report I have listed major changes (generally over \$10,000) unless they have already been approved by council resolution, offset by grant funds, transfers from reserves or other income or are within the same budget area.

Council's General Fund result for the financial year including capital expenditure, transfers to and from reserves and capital expenditure is projected to be a cash deficit of \$189,283 (excluding non-domestic waste shown below).

**Waste Services** a number of minor variations to recurrent income and expenditure have been included in order to reflect current trends. It is anticipated that the non-domestic waste operations will have a cash deficit of \$141,459 at 30 June 2022 and in the domestic waste fund there will be a transfer from reserves to fund capital works.

**Water funds** - The consolidated water fund has a number of adjustments to operating income and expenditure to reflect current trends. Major variations include a \$55k increase to the cost of council's contribution to an Integrated Water Catchment Management review which will be partly funded by the state government. There have also been increased costs for the maintenance of water mains in Collarenebri. A small cash operational surplus of \$95k is shown as a transfer to reserves and there is \$850k transfer from reserves to fund the capital works that were predominately in the original budget.

**Sewer Services** - The consolidated sewer fund also has adjustments made to the operational income and expenditure to reflect current trends. There has been an increase of \$15k for Walgett sewer main repairs and \$32k for Walgett treatment works operations. An estimated operational cash surplus of \$253k is shown as a transfer to reserves.

**Relevant Reference Documents/Policies:**

Local Government Act 1993  
Local Government (General) Regulation 2005  
Integrated Planning and Reporting Framework

**Governance issues:**

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

**Financial Implications:**

The Quarterly Budget Review details Councils current financial projections for the 2021/2022 fiscal year as at the quarter ending 31 December 2021.

**Alternative Solutions/Options:**

Not Applicable

**Conclusion:**

The QBRS as at 31 December 2021 provides council with information relating to the status of the budget after six (6) months of operation.

**Quarterly budget review statement 2021/2022**

**Recommendation:**

That Council adopt the attached Quarterly Budget Review Statement for 31 December 2021 as tabled.

**Moved:**

**Seconded:**

**Attachments:**

December 2021 Quarterly Budget Review Statement. Refer to Attachment Document – Part B

## 10.3 ACTING DIRECTOR ENGINEERING / TECHNICAL SERVICES

### 10.3.1 MONTHLY MAINTENANCE GRADING REPORT - AS AT 31 JANUARY 2022

**REPORTING SECTION:** Engineering / Technical Services  
**AUTHOR:** Bob Stephen - Acting Director Engineering / Technical Services  
**FILE NUMBER:** 22/10/0018

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**Summary:**

The purpose of this report is to update Council about the road maintenance programme on Shire Roads for the period ending 31st January 2022.

**Background:**

The maintenance budget has been prepared based on the available funding to maintain the Unsealed Local and Regional Roads to provide an acceptable level of service. This budget will be used to maintain the roads as per demand and Road best practice manual. Details of maintenance grading and flood work locations are detailed in the attached report.

**Relevant Reference Documents/Policies:**

Council's approved 2021/2022 Shire Roads Maintenance Grading Works schedule.

**Stakeholders:**

Walgett Shire Council  
Walgett Residents  
Tourists

**Financial Implications:**

As of 31st January 2022- \$490,219.51 has been spent.  
November Flood work costs up to 31st January 2022, actual cost \$264,641 and committed costs \$593,926, Total \$858,567.

**Alternative Solutions/Options:**

Nil

**Conclusion:**

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

| Monthly Maintenance Grading Report – January 2022                                                                                                                           |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <p>That Council receive and note the monthly maintenance grading works report for January 2022.</p> <p><b>Moved:</b><br/><b>Seconded:</b></p> |
| <p><b>Attachments:</b><br/>Monthly maintenance grading works.</p>                                                                                                           |

| Road Name                    | Total Length of Road | Budget Required for Entire Road | Road Category | Expenditure For July 2021 | Expenditure For August 2021 | Expenditure For Sept. 2021 | Expenditure For Oct. 2021 | Expenditure For Nov. 2021 | Expenditure For Dec. 2021 | Expenditure For Jan. 2022 | Expenditure For Feb. 2022 | Expenditure For March 2022 | Expenditure For April 2022 | Expenditure For May 2022 | Expenditure For June 2022 | Total Cost to Date   |
|------------------------------|----------------------|---------------------------------|---------------|---------------------------|-----------------------------|----------------------------|---------------------------|---------------------------|---------------------------|---------------------------|---------------------------|----------------------------|----------------------------|--------------------------|---------------------------|----------------------|
| <b>Zone 1</b>                |                      |                                 |               |                           |                             |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           |                      |
| Bowra Road SR34              | 3.95                 | \$ 4,278.00                     | F             |                           |                             |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ -                 |
| Wanourie Road SR38           | 6.5                  | \$ 4,278.00                     | E             |                           |                             |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ -                 |
| Green and Branders Road SR41 | 11.3                 | \$ 7,006.00                     | F             |                           |                             |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ -                 |
| Regans Road SR58             | 3.2                  | \$ 4,278.00                     | F             |                           |                             |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ -                 |
| Marra Creek Road SR60        | 17.5                 | \$ 10,850.00                    | E             |                           | \$ 4,511.55                 | \$ 6,365.00                |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ 10,876.55         |
| Lochlomond Road SR74         | 8.4                  | \$ 5,208.00                     | E             |                           |                             |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ -                 |
| Maroubra Road SR76           | 8.3                  | \$ 5,146.00                     | E             |                           |                             |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ -                 |
| Nedgara Road SR77            | 10.7                 | \$ 6,634.00                     | F             |                           |                             |                            |                           | \$ 9,691.89               | \$ 3,400.00               | \$ 1,621.33               |                           |                            |                            |                          |                           | \$ 14,713.22         |
| Mac Masman Road SR81         | 8                    | \$ 4,960.00                     | E             |                           |                             |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ -                 |
| Binghi Road SR113            | 20.1                 | \$ 12,462.00                    | E             |                           |                             |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ -                 |
| Aberfoyle Road SR115         | 26.2                 | \$ 16,244.00                    | D             |                           | \$ 12,815.00                |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ 12,815.00         |
| Gungahman Road SR31          | 43.7                 | \$ 27,094.00                    | D             |                           |                             |                            |                           |                           |                           | \$ 6,812.34               |                           |                            |                            |                          |                           | \$ 6,812.34          |
| Gilwary Road SR32            | 7.9                  | \$ 4,898.00                     | F             |                           |                             |                            |                           |                           |                           | \$ 1,484.97               |                           |                            |                            |                          |                           | \$ 1,484.97          |
| Teranyan Road SR33           | 13.7                 | \$ 8,494.00                     | D             |                           |                             |                            |                           | \$ 6,200.00               |                           | \$ 6,759.90               |                           |                            |                            |                          |                           | \$ 12,959.90         |
| Bogewong Road SR114          | 48.7                 | \$ 30,194.00                    | D             |                           | \$ 25,310.00                |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ 25,310.00         |
| Ginghet Road SR40            | 47.6                 | \$ 29,512.00                    | D             |                           | \$ 10,672.33                |                            |                           |                           | \$ 2,587.06               |                           |                           |                            |                            |                          |                           | \$ 13,259.39         |
| Bushs Road SR43              | 8.7                  | \$ 5,394.00                     | D             |                           |                             |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ -                 |
| Miralwyn Road SR73           | 17.9                 | \$ 11,098.00                    | D             |                           | \$ 13,369.05                |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ 13,369.05         |
| Brewon Road SR112            | 54.7                 | \$ 33,914.00                    | C             |                           |                             |                            | \$ 1,929.73               | \$ 11,218.43              | \$ 3,309.97               | \$ 2,940.00               |                           |                            |                            |                          |                           | \$ 19,398.13         |
| Billybingbone Road RR7516    | 18.67                | \$ 11,532.00                    | C             |                           |                             | \$ 2,990.00                |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ 2,990.00          |
| Merri Merri Road RR202       | 6.57                 | \$ 7,166.00                     | C             |                           | \$ 7,050.00                 | \$ 1,265.00                |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ 8,315.00          |
| <b>Sub total Zone 1</b>      | <b>392.29</b>        | <b>\$ 250,640.00</b>            |               | <b>\$ -</b>               | <b>\$ 73,727.93</b>         | <b>\$ 10,620.00</b>        | <b>\$ 1,929.73</b>        | <b>\$ 27,110.32</b>       | <b>\$ 9,297.03</b>        | <b>\$ 19,618.54</b>       | <b>\$ -</b>               | <b>\$ -</b>                | <b>\$ -</b>                | <b>\$ -</b>              | <b>\$ -</b>               | <b>\$ 142,303.55</b> |

| Road Name                | Total Length of Road | Budget Required for Entire Road | Road Category | Expenditure For July 2021 | Expenditure For August 2021 | Expenditure For Sept. 2021 | Expenditure For Oct. 2021 | Expenditure For Nov. 2021 | Expenditure For Dec. 2021 | Expenditure For Jan. 2022 | Expenditure For Feb. 2022 | Expenditure For March 2022 | Expenditure For April 2022 | Expenditure For May 2022 | Expenditure For June 2022 | Total Cost to Date  |
|--------------------------|----------------------|---------------------------------|---------------|---------------------------|-----------------------------|----------------------------|---------------------------|---------------------------|---------------------------|---------------------------|---------------------------|----------------------------|----------------------------|--------------------------|---------------------------|---------------------|
| <b>Zone 2</b>            |                      |                                 |               |                           |                             |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           |                     |
| Boorooma Creek Road SR48 | 19.1                 | \$ 11,842.00                    | E             |                           |                             |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ -                |
| Wimbleton Road SR64      | 3.4                  | \$ 4,278.00                     | E             |                           |                             |                            |                           |                           |                           | \$ 3,455.55               |                           |                            |                            |                          |                           | \$ 3,455.55         |
| Tungra Road SR85         | 12.7                 | \$ 7,874.00                     | F             |                           |                             |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ -                |
| Strathmore Road SR92     | 16.42                | \$ 11,904.00                    | E             |                           |                             |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ -                |
| Narran Lake Road SR111   | 61                   | \$ 37,820.00                    | D             |                           | \$ 21,441.44                | \$ 15,375.44               |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ 36,816.88        |
| Lone Pine Road SR70      | 9.6                  | \$ 5,952.00                     | D             |                           |                             |                            | \$ 4,394.14               | \$ 413.45                 |                           |                           |                           |                            |                            |                          |                           | \$ 4,807.59         |
| Kurrajong Road SR110     | 27.8                 | \$ 17,236.00                    | D             |                           | \$ 6,717.60                 |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ 6,717.60         |
| Wilby Wilby Road SR101   | 28.7                 | \$ 17,794.00                    | D             | \$ 7,526.60               |                             | \$ 468.09                  | \$ 7,408.81               |                           |                           |                           |                           |                            |                            |                          |                           | \$ 15,403.50        |
| Grawin Opal Fields Road  | 0.9                  | \$ 557.00                       | C             |                           |                             |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ -                |
| Woodlands Road SR 130    | 2.33                 | \$ 1,445.00                     | D             |                           |                             |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ -                |
| Cumbarah Town Roads      |                      |                                 | E             |                           |                             |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ -                |
| <b>Sub total Zone 2</b>  | <b>181.95</b>        | <b>\$ 116,702.00</b>            |               | <b>\$ 7,526.60</b>        | <b>\$ 28,159.04</b>         | <b>\$ 15,843.53</b>        | <b>\$ 11,802.95</b>       | <b>\$ 413.45</b>          | <b>\$ -</b>               | <b>\$ 3,455.55</b>        | <b>\$ -</b>               | <b>\$ -</b>                | <b>\$ -</b>                | <b>\$ -</b>              | <b>\$ -</b>               | <b>\$ 67,201.12</b> |

| Road Name               | Total Length of Road | Budget Required for Entire Road | Road Category | Expenditure For July 2021 | Expenditure For August 2021 | Expenditure For Sept. 2021 | Expenditure For Oct. 2021 | Expenditure For Nov. 2021 | Expenditure For Dec. 2021 | Expenditure For Jan. 2022 | Expenditure For Feb. 2022 | Expenditure For March 2022 | Expenditure For April 2022 | Expenditure For May 2022 | Expenditure For June 2022 | Total Cost to Date   |
|-------------------------|----------------------|---------------------------------|---------------|---------------------------|-----------------------------|----------------------------|---------------------------|---------------------------|---------------------------|---------------------------|---------------------------|----------------------------|----------------------------|--------------------------|---------------------------|----------------------|
| <b>Zone 3</b>           |                      |                                 |               |                           |                             |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           |                      |
| Springs Road SR19       | 2.7                  | \$ 4,278.00                     | E             |                           |                             |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ -                 |
| Bonanza Road SR46       | 16.9                 | \$ 10,478.00                    | E             |                           |                             |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ -                 |
| Schmalkuche Road SR47   | 14.4                 | \$ 8,928.00                     | E             |                           |                             | \$ 5,467.50                |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ 5,467.50          |
| Millencowbah Road SR51  | 27.7                 | \$ 17,174.00                    | E             |                           | \$ 1,890.00                 | \$ 4,117.50                |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ 6,007.50          |
| Willis Road SR52        | 14.5                 | \$ 8,990.00                     | F             |                           |                             |                            |                           |                           |                           | \$ 2,025.00               |                           |                            |                            |                          |                           | \$ 2,025.00          |
| Koomalah Road SR53      | 28.4                 | \$ 17,608.00                    | E             |                           |                             |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ -                 |
| Burrabaa Road SR55      | 18.1                 | \$ 11,222.00                    | E             |                           | \$ 10,062.94                | \$ 1,600.00                |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ 11,662.94         |
| Cambo Road SR61         | 21.1                 | \$ 13,082.00                    | E             |                           |                             |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ -                 |
| Woolaroo Road SR69      | 1                    | \$ 4,278.00                     | E             |                           |                             |                            |                           | \$ 1,402.59               |                           |                           |                           |                            |                            |                          |                           | \$ 1,402.59          |
| Kia-Ora Road SR86       | 6.8                  | \$ 4,278.00                     | F             |                           |                             |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ -                 |
| Fabians Road SR88       | 24.8                 | \$ 15,376.00                    | E             |                           | \$ 9,585.00                 |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ 9,585.00          |
| Banarway Road SR95      | 1.2                  | \$ 4,278.00                     | D             |                           |                             |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ -                 |
| Purtle Road SR126       | 26.8                 | \$ 16,616.00                    | E             |                           |                             |                            |                           |                           |                           | \$ 3,780.00               |                           |                            |                            |                          |                           | \$ 3,780.00          |
| Boora Road SR127        | 63.8                 | \$ 39,556.00                    | D             |                           | \$ 6,075.00                 |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ 6,075.00          |
| Bore Head Road SR45     | 5.1                  | \$ 4,278.00                     | D             |                           |                             |                            |                           | \$ 1,617.73               |                           |                           |                           |                            |                            |                          |                           | \$ 1,617.73          |
| Lorne Road SR98         | 6.9                  | \$ 4,278.00                     | D             |                           |                             |                            | \$ 2,978.70               | \$ 214.38                 |                           |                           |                           |                            |                            |                          |                           | \$ 3,193.08          |
| Angledool Road SR102    | 49.3                 | \$ 30,566.00                    | C             | \$ 5,469.62               |                             | \$ 12,100.00               | \$ 6,363.54               |                           |                           |                           |                           |                            |                            |                          |                           | \$ 23,933.16         |
| Ridge/Sherman Way RR426 | 70.1                 | \$ 68,275.00                    | C             |                           | \$ 16,664.11                |                            | \$ 7,965.00               |                           |                           | \$ 3,105.00               |                           |                            |                            |                          |                           | \$ 27,734.11         |
| Gundabloui Road RR457   | 40.9                 | \$ 32,798.00                    | C             |                           |                             |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ -                 |
| <b>Sub total Zone 3</b> | <b>440.5</b>         | <b>\$ 316,337.00</b>            |               | <b>\$ 5,469.62</b>        | <b>\$ 44,277.05</b>         | <b>\$ 23,285.00</b>        | <b>\$ 17,307.24</b>       | <b>\$ 3,234.70</b>        | <b>\$ -</b>               | <b>\$ 8,910.00</b>        | <b>\$ -</b>               | <b>\$ -</b>                | <b>\$ -</b>                | <b>\$ -</b>              | <b>\$ -</b>               | <b>\$ 102,483.61</b> |

| Road Name                      | Total Length of Road | Budget Required for Entire Road | Road Category | Expenditure For July 2021 | Expenditure For August 2021 | Expenditure For Sept. 2021 | Expenditure For Oct. 2021 | Expenditure For Nov. 2021 | Expenditure For Dec. 2021 | Expenditure For Jan. 2022 | Expenditure For Feb. 2022 | Expenditure For March 2022 | Expenditure For April 2022 | Expenditure For May 2022 | Expenditure For June 2022 | Total Cost to Date  |
|--------------------------------|----------------------|---------------------------------|---------------|---------------------------|-----------------------------|----------------------------|---------------------------|---------------------------|---------------------------|---------------------------|---------------------------|----------------------------|----------------------------|--------------------------|---------------------------|---------------------|
| <b>Zone 4</b>                  |                      |                                 |               |                           |                             |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           |                     |
| Franxton Road SR1              | 19                   | \$ 11,780.00                    | E             |                           | \$ 9,040.00                 |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ 9,040.00         |
| Bellara Road SR2               | 21.4                 | \$ 13,268.00                    | D             |                           | \$ 3,680.00                 |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ 3,680.00         |
| Clarkes Road SR3               | 6                    | \$ 4,278.00                     | E             |                           |                             |                            |                           | \$ 2,160.00               |                           |                           |                           |                            |                            |                          |                           | \$ 2,160.00         |
| Cryon Road SR5                 | 56.75                | \$ 35,185.00                    | C             |                           |                             |                            |                           | \$ 6,080.00               |                           |                           |                           |                            |                            |                          |                           | \$ 6,080.00         |
| Woodvale Road SR13             | 8.96                 | \$ 8,556.00                     | E             |                           | \$ 3,200.00                 |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ 3,200.00         |
| Baroona Road SR14              | 11.1                 | \$ 6,882.00                     | E             |                           |                             |                            | \$ 4,480.00               |                           |                           |                           |                           |                            |                            |                          |                           | \$ 4,480.00         |
| Pokataroo Road SR15            | 8.1                  | \$ 5,022.00                     | E             |                           |                             |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ -                |
| Perrottets Road SR66           | 5.9                  | \$ 3,658.00                     | F             |                           |                             |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ -                |
| Pagan Creek Road SR79          | 1.3                  | \$ 4,278.00                     | F             |                           |                             |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ -                |
| Fairview Road SR90             | 12.6                 | \$ 7,812.00                     | F             |                           |                             |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ -                |
| Dundee Road SR124              | 13.9                 | \$ 8,618.00                     | F             |                           | \$ 8,640.00                 |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ 8,640.00         |
| Glen Eden Road SR125           | 24.6                 | \$ 15,252.00                    | E             |                           | \$ 13,280.00                |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ 13,280.00        |
| Millie Road SR12               | 9.1                  | \$ 5,642.00                     | C             |                           | \$ 4,800.00                 |                            |                           | \$ 4,960.00               |                           |                           |                           |                            |                            |                          |                           | \$ 9,760.00         |
| Rossmore Road SR71             | 10.7                 | \$ 6,634.00                     | C             |                           |                             |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ -                |
| Rowena Road SR123              | 34.5                 | \$ 21,390.00                    | E             |                           |                             |                            |                           | \$ 6,341.55               |                           |                           |                           |                            |                            |                          |                           | \$ 6,341.55         |
| Camerons Road SR128            | 15.2                 | \$ 9,424.00                     | D             |                           | \$ 8,320.00                 |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ 8,320.00         |
| Mercadool Road SR16            | 57.7                 | \$ 35,774.00                    | C             |                           |                             |                            | \$ 1,461.27               |                           |                           |                           |                           |                            |                            |                          |                           | \$ 1,461.27         |
| Moomin Road SR59               | 31                   | \$ 19,220.00                    | D             |                           |                             |                            | \$ 14,720.00              |                           |                           |                           |                           |                            |                            |                          |                           | \$ 14,720.00        |
| Beanbri Road SR117             | 4.9                  | \$ 4,278.00                     | C             |                           |                             |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ -                |
| Pian Creek Road SR121          | 41.7                 | \$ 25,854.00                    | C             |                           |                             |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ -                |
| Old Burren Road SR122          | 33.9                 | \$ 21,018.00                    | D             |                           |                             |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ -                |
| Collarenebri Mission Road SR67 | 4.6                  | \$ 4,278.00                     | C             |                           |                             |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ -                |
| Rowena Town Roads              |                      | \$ 4,278.00                     | D             |                           |                             |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ -                |
| <b>Sub total Zone 4</b>        | <b>432.91</b>        | <b>\$ 282,379.00</b>            |               | <b>\$ -</b>               | <b>\$ 50,960.00</b>         | <b>\$ -</b>                | <b>\$ 20,661.27</b>       | <b>\$ 19,541.55</b>       | <b>\$ -</b>               | <b>\$ -</b>               | <b>\$ -</b>               | <b>\$ -</b>                | <b>\$ -</b>                | <b>\$ -</b>              | <b>\$ -</b>               | <b>\$ 91,162.82</b> |

WALGETT SHIRE COUNCIL AGENDA – 22 FEBRUARY 2022 – ORDINARY COUNCIL MEETING

| Road Name                  | Total Length of Road | Budget Required for Entire Road | Road Category | Expenditure For July 2021 | Expenditure For August 2021 | Expenditure For Sept. 2021 | Expenditure For Oct. 2021 | Expenditure For Nov. 2021 | Expenditure For Dec. 2021 | Expenditure For Jan. 2022 | Expenditure For Feb. 2022 | Expenditure For March 2022 | Expenditure For April 2022 | Expenditure For May 2022 | Expenditure For June 2022 | Total Cost to Date   |
|----------------------------|----------------------|---------------------------------|---------------|---------------------------|-----------------------------|----------------------------|---------------------------|---------------------------|---------------------------|---------------------------|---------------------------|----------------------------|----------------------------|--------------------------|---------------------------|----------------------|
| <b>Zone 5</b>              |                      |                                 |               |                           |                             |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           |                      |
| Pampas Road SR7            | 16.3                 | \$ 10,106.00                    | E             |                           |                             |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ -                 |
| Wombo Road SR25            | 17.7                 | \$ 10,974.00                    | E             |                           |                             |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ -                 |
| Hardys Lease Road SR26     | 16                   | \$ 9,920.00                     | E             |                           |                             |                            | \$ 433.17                 | \$ 7,485.00               |                           |                           |                           |                            |                            |                          |                           | \$ 7,918.17          |
| Colrose Road SR27          | 20.6                 | \$ 12,772.00                    | E             |                           |                             |                            | \$ 7,815.00               | \$ 3,450.00               |                           |                           |                           |                            |                            |                          |                           | \$ 11,265.00         |
| Wingadee Road SR28         | 11.8                 | \$ 7,316.00                     | E             |                           |                             |                            | \$ 7,125.00               |                           |                           |                           |                           |                            |                            |                          |                           | \$ 7,125.00          |
| Epping Road SR57           | 15.4                 | \$ 9,548.00                     | E             |                           |                             |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ -                 |
| Middle Route Road SR72     | 9.6                  | \$ 5,952.00                     | E             |                           |                             |                            |                           | \$ 784.97                 |                           |                           |                           |                            |                            |                          |                           | \$ 784.97            |
| Gidginbilla Road SR75      | 7.4                  | \$ 4,588.00                     | E             |                           |                             |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ -                 |
| Proctors Road SR82         | 4.4                  | \$ 4,278.00                     | F             |                           |                             |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ -                 |
| Drilldool Road SR83        | 5.1                  | \$ 4,278.00                     | F             |                           | \$ 1,920.00                 |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ 1,920.00          |
| Belaba Road SR89           | 11.2                 | \$ 6,944.00                     | F             |                           |                             |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ -                 |
| Hollywood Lane SR119       | 29.9                 | \$ 18,538.00                    | E             |                           |                             |                            | \$ 8,952.50               | \$ 1,760.00               |                           |                           |                           |                            |                            |                          |                           | \$ 10,712.50         |
| O'Niels Road SR131         | 31.1                 | \$ 19,282.00                    | D             |                           |                             | \$ 376.29                  | \$ 12,720.00              |                           |                           |                           |                           |                            |                            |                          |                           | \$ 13,096.29         |
| Tareela Road SR17          | 19.4                 | \$ 12,028.00                    | D             |                           |                             |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ -                 |
| Meadow Plains Road SR21    | 23.9                 | \$ 14,818.00                    | D             |                           |                             |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ -                 |
| Marlbone Road SR24         | 28.4                 | \$ 17,608.00                    | D             |                           |                             |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ -                 |
| Nilma Road SR30            | 37.8                 | \$ 23,436.00                    | D             |                           |                             |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ -                 |
| Bugilbone Road SR103       | 28.7                 | \$ 32,725.00                    | C             |                           |                             |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ -                 |
| Goangra Road SR116         | 16.4                 | \$ 10,168.00                    | D             |                           |                             |                            |                           |                           |                           | \$ 1,524.73               |                           |                            |                            |                          |                           | \$ 1,524.73          |
| Yarraldool Road SR118      | 41.3                 | \$ 25,606.00                    | C             |                           |                             |                            | \$ 296.49                 |                           | \$ 16.46                  |                           |                           |                            |                            |                          |                           | \$ 312.95            |
| Haynes Hut SR68            | 4.5                  | \$ 2,790.00                     | E             |                           |                             |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ -                 |
| Come By Chance Road RR7716 | 60.9                 | \$ 65,450.00                    | C             |                           | \$ 4,800.00                 | \$ 786.30                  | \$ 14,157.50              | \$ 12,665.00              |                           |                           |                           |                            |                            |                          |                           | \$ 32,408.80         |
| <b>Sub total Zone 5</b>    | <b>457.8</b>         | <b>\$ 329,125.00</b>            |               |                           | <b>\$ 6,720.00</b>          | <b>\$ 1,162.59</b>         | <b>\$ 51,499.66</b>       | <b>\$ 26,144.97</b>       | <b>\$ 16.46</b>           | <b>\$ 1,524.73</b>        |                           |                            |                            |                          |                           | <b>\$ 87,068.41</b>  |
| <b>Total</b>               | <b>1,905.45</b>      | <b>1,295,183.00</b>             |               | <b>\$ 12,996.22</b>       | <b>\$203,844.02</b>         | <b>\$ 50,911.12</b>        | <b>\$103,200.85</b>       | <b>\$ 76,444.99</b>       | <b>\$ 9,313.49</b>        | <b>\$ 33,508.82</b>       | <b>\$ -</b>               | <b>\$ -</b>                | <b>\$ -</b>                | <b>\$ -</b>              | <b>\$ -</b>               | <b>\$ 490,219.51</b> |

**Actual Budget \$627,300.00**

Month total

| Road Category |            |
|---------------|------------|
| Road Category | # Grades   |
| C             | 3          |
| D             | 2          |
| E             | 1          |
| F             | Occasional |



## 10.3.2 SERVICE PROGRESS REPORT - AS AT 31 JANUARY 2022

**REPORTING SECTION:** Engineering / Technical Services  
**AUTHOR:** Bob Stephen – Acting Director Engineering/Technical Services  
**FILE NUMBER:** 22/10/0020

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### Summary:

The purpose of this report is to update Council with regards Engineering Services works progress up to 31st January 2022.

### Background:

The revised budget of the Engineering and Technical Service Department for capital & maintenance works, Quarry management, fleet management, water works, parks & garden, Walgett weir and engineering administration for 2021/2022 is \$36,710,491  
The breakdown of the budget is as follows.

Breakdown of budgets:

| Items                               | Budget              | Expenditure up to 31st January 2022 | (%)         |
|-------------------------------------|---------------------|-------------------------------------|-------------|
| Transportation including RMCC works | \$30,645,480        | \$11,252,630                        | 37          |
| Water works ( maintenance)          | \$2,463,876         | \$770,825                           | 31          |
| Water works ( Capital)              | \$825,000           | \$450,403                           | 55          |
| Sewer works ( Maintenance works)    | \$743,788           | \$225,388                           | 30          |
| Sewer works (Capital works)         | \$1,067,300         | \$298,159                           | 28          |
| <b>TOTAL</b>                        | <b>\$36,710,491</b> | <b>\$12,997,405</b>                 | <b>35.4</b> |

### Current Position:

The status of work progress is as follows;

| Items                              | Status                                       |
|------------------------------------|----------------------------------------------|
| Flood damage repairs November 2021 | Ongoing                                      |
| Goangra Bridge                     | Works to commence March 2022                 |
| Come By Chance                     | Tender rejected negotiating with contractors |

### Relevant Reference Documents/Policies:

2021/22 Operational Plan and Budget

### Governance issues:

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

### Environmental issues:

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

**Stakeholders:**

Walgett Shire  
Walgett Shire Residents and Rate Payers

**Financial Implications:**

As of 31<sup>st</sup> January 2022, \$12,997,405.00 has been spent.

**Alternative Solutions/Options:**

Nil

**Conclusion:**

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

**Monthly Progress Report 31st January 2022**

**Recommendation:**

That Council receive and note the Engineering Services monthly works progress report for January 2022

**Moved:**

**Seconded:**

**Attachment:**

Nil

### **10.3.3 FLOOD RESTORATION WORKS – UPDATE AS AT 31 JANUARY 2022**

**REPORTING SECTION:** Engineering Services  
**AUTHOR:** Bob Stephen – Acting Director Engineering Services  
**FILE NUMBER:** 22/10/0021

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**Summary:**

The purpose of this report is to inform Council of progress relating to the November 2021 flood restoration works as of 31<sup>st</sup> January 2022.

**Background:**

In November 2021, Walgett Shire suffered major flood disasters and significantly affected Shire Roads and Regional roads. The people of the Walgett Shire were particularly affected and the Shire's infrastructure sustained severe damage. Council is in process to submit the claims under Natural Disaster Assistance (NDA) programme.

**Current Position:**

All the flood restoration works in progress

**Relevant Reference Documents/Policies:**

Inspection report

**Stakeholders:**

Walgett Shire Council  
Walgett Resident/tourist

**Financial Implications:**

As at 31<sup>st</sup> January 2022, \$261,641.00 actual and \$593,926.00 committed costs have been spent on flood restoration works.

**Alternative Solutions/Options:**

Nil

**Conclusion:**

The November 2021 flood works repairs will be ongoing for several months.

| <b>Flood Restoration Works – Update as at 31 January 2022</b>                                                                                                        |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <p>That Council receive and note the flood restoration works report for January 2022.</p> <p><b>Moved:</b></p> <p><b>Seconded:</b></p> |

**Attachments:**

Nil.

## 10.4 ENVIRONMENTAL SERVICES

### 10.4.1 DEVELOPMENT APPROVALS DECEMBER 2021 AND JANUARY 2022

**REPORTING SECTION:** Planning  
**AUTHOR:** Kobus Nieuwoudt, Director Environmental Services  
**FILE NUMBER:** 22/10/0022

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**Summary:**

This report is to advise the December 2021 and January 2022 development approvals for the information of Council and to ensure compliance with Section 4.59 of the *Environmental Planning & Assessment Act 1979* and Section 124 of the associated Regulation.

**Background:**

To ensure the validity of a development consent in any legal proceedings, all development consents and complying development certificates are to be notified to the public within 3 months of the date of consent. The only exception is any development that may have Court proceedings commenced before the expiration of 3 months from the date on which the public notice was given.

**Current Position:**

To ensure compliance with Section 4.59 of the *Environmental Planning & Assessment Act 1979* and Section 124 of the associated Regulation, Council publishes a notice each month on/in Council's website, E-Bulletin and Facebook Page in relation to development approvals for the previous month.

For Councillor Information purposes, the following developments were approved during December 2021 and January 2022.

Development Applications

| Appl. No    | Address                                             | Title                 | Development                                                                                                                      | Determination       |
|-------------|-----------------------------------------------------|-----------------------|----------------------------------------------------------------------------------------------------------------------------------|---------------------|
| DA2021/50:1 | 11 Wilson Street<br>COLLARENEBRI<br>NSW 2833        | Lot C<br>DP 101967    | Demolition of small shed, clearing of site, construction of single-storey multi-use community wellbeing and educational facility | Delegated Authority |
| DA2021/68   | 1177 Bonanza Road<br>WALGETT<br>NSW 2832            | Lot 1234<br>DP 762753 | Sand Quarry                                                                                                                      | Delegated Authority |
| DA2021/69   | 21470<br>Castlereagh HWY<br>LIGHTNING<br>RIDGE 2834 | Lot 3478<br>DP 762753 | Gravel Quarry                                                                                                                    | Delegated Authority |

|            |                                                |                      |                                                               |                     |
|------------|------------------------------------------------|----------------------|---------------------------------------------------------------|---------------------|
| DA2021/70  | 36 Warrena Street WALGETT NSW 2832             | Lot 41<br>DP 1124251 | Residential Garage                                            | Delegated Authority |
| DA2021/2:1 | 12 Opal Street LIGHTNING RIDGE NSW 2834        | Lot 111<br>DP 778049 | External Awning, change operating hours & liquor license      | Delegated Authority |
| DA2021/76  | 72 Euroka Street WALGETT NSW 2832              | Lot 372<br>DP 828037 | Structural repairs to heritage-listed building (Masonic Hall) | Delegated Authority |
| DA2021/72  | 365 Millencowbah Road LIGHTNING RIDGE NSW 2834 | Lot 519<br>DP 761461 | Change of Use to Rural Museum                                 | Delegated Authority |

There were no refused developments during December 2021 and January 2022.

Complying Development

No complying development was approved or refused in November 2021.

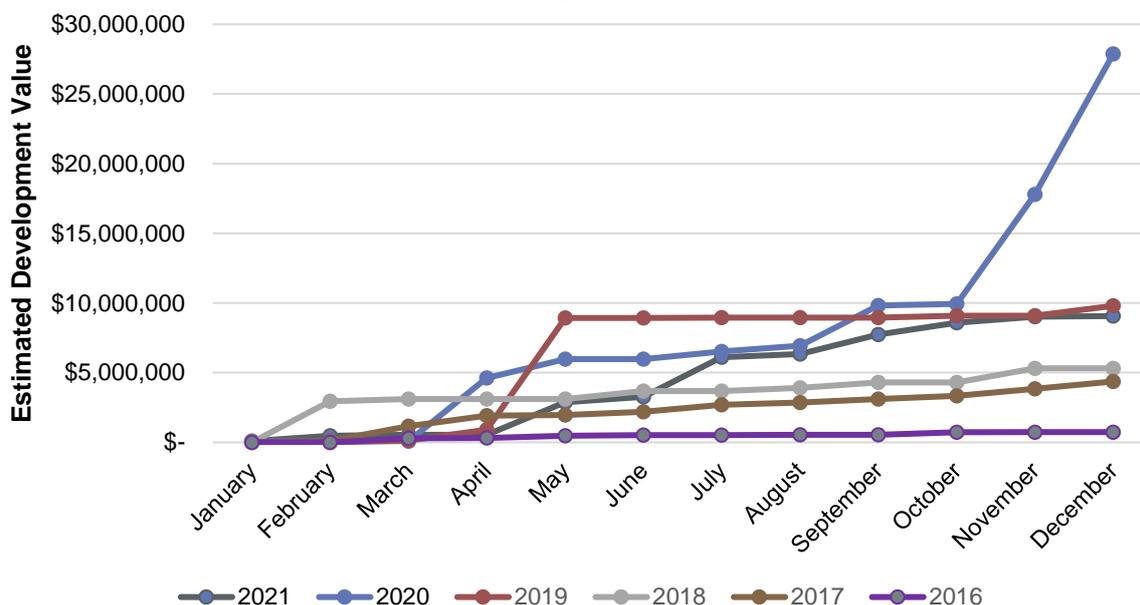
Estimated Development Value Comparison from 2016 until 2021

For Councillor Information purposes, the following graph demonstrates the approved Estimated Development Value for the last calendar. The Estimated Development Value is made up of the value for both Development and Complying Development Applications.

**Estimated Development Value Comparison – Calendar Year**

| 2021        | 2020         | 2019        | 2018        | 2017        | 2016      |
|-------------|--------------|-------------|-------------|-------------|-----------|
| \$9,018,008 | \$17,785,039 | \$9,089,425 | \$5,312,593 | \$3,847,658 | \$735,970 |

### Walgett LGA Approved Estimated Development Value Comparison Calendar Year



For Councillor Information purposes, the following developments have been lodged and are currently waiting a determination. **Please note, this is only current as at 1 February 2022.**

#### Development Applications

| Appl. No  | Address                          | Title                       | Development                                    | Status                                           |
|-----------|----------------------------------|-----------------------------|------------------------------------------------|--------------------------------------------------|
| DA2021/46 | 110 George Sands Way, WALGETT.   | Lot 43<br>DP 752271         | Torrens title subdivision at Namoi Reserve.    | On hold                                          |
| DA2021/54 | Kamilaroi Highway, WALGETT.      | Lot 2 & lot 34<br>DP 752697 | Torrens title subdivision at Gingie Reserve.   | On hold                                          |
| DA2021/66 | 41745 Kamilaroi Highway, WALGETT | Lot 436<br>DP 761275        | Installation of a manufactured dwelling        | Technical review – Awaiting further information. |
| DA2021/74 | 28 Warrena Street WALGETT        | Lot A & Lot D<br>DP 392928  | Nursery, with 4 Cabins & Food & Drink Premises | Technical review – Awaiting further information. |
| DA2021/79 | 40 Pitt Street WALGETT           | Lot 7<br>DP 759036          | Park Shade Sail                                | Technical review – Awaiting further information. |

**Relevant reference document/policies:**

Environmental Planning & Assessment Act 1979 & Regulations.

**Governance issues:**

Nil

**Environmental issues:**

Nil

**Stakeholders:**

- Walgett Shire Council
- Developer
- Residents of Walgett Shire Council

**Financial implications:**

Nil

**Alternative solutions:**

Nil

| Development Approvals December 2021 and January 2022                                                                                              |
|---------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <p>That Council note the information contained within this report.</p> <p><b>Moved:</b></p> <p><b>Seconded:</b></p> |

**Attachment:**

Nil.



# **AGENDA FOR CLOSED COUNCIL MEETING**

**Tuesday 22<sup>nd</sup> February 2022**

**NOTICE IS HEREBY GIVEN** pursuant to clause 7 of Council's Code of Meeting Practice that the Closed Council Meeting of Walgett Shire Council will be held at Walgett Shire Council Chambers on **22 February 2022** to discuss the items listed in the Agenda.

Michael Urquhart  
**GENERAL MANAGER**

## 11. MOVE INTO CLOSED SESSION

### MOVE INTO CLOSED SESSION

**Time:** .....

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

- (a) Personnel matters concerning particular individuals (other than Councillors)
- (c) That information that would, if disclosed confer a commercial advantage on a person with whom the Council is conducting business (or proposed to conduct business)
- (d) That the matter and information is commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

**Moved:**

**Seconded:**

### **13. RETURN TO OPEN SESSION**

| <b>Return to open session</b>                                                                                          |
|------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <p>That Council return to open session.</p> <p><b>Moved:</b></p> <p><b>Seconded:</b></p> |

### **14. ADOPTION OF CLOSED SESSION REPORTS**

| <b>Adoption of closed session reports</b>                                                                                                                |
|----------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <p>That Council adopt the recommendations of the Closed Committee Reports</p> <p><b>Moved:</b></p> <p><b>Seconded:</b></p> |

## **15. CLOSE OF MEETING**

**Time: .....**