



# **AGENDA FOR ORDINARY COUNCIL MEETING**

**Tuesday 12<sup>th</sup> December 2023**

**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 **12 December 2023** commencing at **1:00pm** to discuss the items listed in the Agenda.

**Please Note: The Council Meetings are live streamed and recorded.**

Megan Dixon  
**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 (e.g., 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.*

## **STATEMENT OF ETHICAL OBLIGATIONS**

### **Oath or Affirmation of Office**

In taking the Oath or Affirmation of Office, each Councillor has made a commitment to undertake the duties of the office of Councillor in the best interests of the people of Walgett Shire Local Government Area and Walgett Shire Council and that they will faithfully and impartially carry out the functions, powers, authorities and discretions vested in them under the Local Government Act 1993 or any other Act to the best of their ability and judgment.

### **Conflicts of Interest**

A councillor who has a conflict of interest in any matter with which the council is concerned, and who is present at a meeting of the council when the matter is being considered, must disclose the interest and the nature of the interest to the meeting as soon as practicable. Both the disclosure and the nature of the interest must be recorded in the minutes of the Council meeting where the conflict of interest arises. Councillors should ensure that they are familiar with Parts 4 and 5 of the Code of Conduct in relation to their obligations to declare and manage conflicts of interests.

### **Meeting Recordings**

Walgett Shire Council takes an audio recording of all public meetings, which is then uploaded to Council's website at [www.walgett.nsw.gov.au](http://www.walgett.nsw.gov.au) for public record.

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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 to 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.*

| SPEAKER | TOPIC |
|---------|-------|
| Nil     | Nil   |

## 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. APOLOGIES AND APPLICATIONS FOR A LEAVE OF ABSENCE OR ATTENDANCE BY AUDIO-VISUAL LINK BY COUNCILLORS

| Leave of Absence                                                                                                                                                                                                                                                                                                                                                       |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <ol style="list-style-type: none"><li>1. That the leave of absence received from Colin Hundy is accepted and leave of absence granted; and</li><li>2. That the request to attend this meeting of Council via audio-visual link received from _____ is accepted and approval granted.</li></ol> <p><b>Moved:</b><br/><b>Seconded:</b></p> |



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

### **4.1 MINUTES OF ORDINARY COUNCIL MEETING HELD 28 NOVEMBER 2023**

| <b>Minutes of Ordinary Council Meeting – 28 November 2023</b>                                                                                                                                                                                                                  |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <p>That the minutes of the Ordinary Council meeting held 28 November 2023, 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 Ordinary Meeting held 28 November 2023



## MINUTES COUNCIL MEETING

**Tuesday 28<sup>th</sup> November 2023**

Megan Dixon

**GENERAL MANAGER**

The Mayor declared the meeting open at 10.00am

**PRESENT**

Mayor Jasen Ramien  
Deputy Mayor Colin Hundy  
Councillor Greg Rummery  
Councillor Jane Keir  
Councillor Alf Seaton  
Councillor Daniel Walford  
Megan Dixon (General Manager)  
Kimley Talbert (Director Environmental Services)  
Hafiz Malik (Director Corporate Services)  
Kazi Mahmud (Director Engineering/Technical Services)  
Sharon Smith (Minute Secretary)

**ABSENT**

Councillor Sue Currey  
Councillor Michael Cooke  
Councillor Ian Woodcock

Acknowledge the traditional owners of the Land.

One Minute of Silence for Captain Leonardus 'Leo' Fransen a life member of the Diamond Beach Rural Fire Brigade who sadly lost his life battling the Hudson fire.

**12/2023/1 LEAVE OF ABSENCE**

**RESOLVED on MOTION** by Councillor WALFROD; Seconded by Councillor HUNDY; That Council grant the leave of absences for Councillor CURREY, COOKE & WOODCOCK for Tuesday 28th November 2023 Ordinary Business Meeting.

The MOTION upon being PUT to the MEETING was declared CARRIED.

**12/2023/2 MINUTES OF ORDINARY COUNCIL MEETING HELD 26 OCTOBER 2023**

**RESOLVED on MOTION** by Councillor KEIR; Seconded by Councillor Rummery that the minutes of the Ordinary Council meeting held 26 October 2023, having been circulated, be taken as read and confirmed as a true and accurate record of the proceedings on the meeting.

The MOTION upon being PUT to the MEETING was declared CARRIED.

**DECLARATION OF PECUNIARY/NON-PECUNIARY INTERESTS**

| Councillor      | Item No. | Report Title/ Subject Matter                             | Pecuniary/Non-Pecuniary | Reason                   |
|-----------------|----------|----------------------------------------------------------|-------------------------|--------------------------|
| Mayor Ramien    | 9.3.1    | Monthly Maintenance Grading Report as at 31 October 2023 | Pecuniary               | Family Business Interest |
| Councillor Keir | 9.3.1    | Monthly Maintenance Grading Report as at 31 October 2023 | Pecuniary               | Family Business Interest |

**12/2023/3 MAYORAL MONTHLY REPORT**

**RESOLVED on MOTION** by Councillor RAMIEN; Seconded by Councillor HUNDY that the Mayoral report for October 2023 be received and noted.

**12/2023/4 CORRESPONDENCE AND PETITIONS**

**RESOLVED on MOTION** by Councillor SEATON; Seconded by Councillor KEIR that the MERC Newsletter – October 2023 be received and noted

**12/2023/5 CIRCULARS RECEIVED FROM NSW OFFICE OF LOCAL GOVERNMENT**

**RESOLVED on MOTION** by Councillor WALFORD; Seconded by Councillor KEIR that the information contained in the following Department circular 23-12 – 23-14 from the Local Government Division Department of Premier and Cabinet, be received and noted.

**12/2023/6 IMPORTANT DATES – UPCOMING MEETINGS AND EVENTS**

**RESOLVED on MOTION** by Councillor RUMMERY; Seconded by Councillor KEIR that Council receive and note the list of upcoming meetings and events with the addition of the noted changes by Councillor Keir

**12/2023/7 DELEGATES, REPRESENTATIVES AND/OR MEMBERS OF COMMITTEES, REFERENCE GROUPS AND EXTERNAL BODIES**

**RESOLVED on MOTION** by Councillor RUMMERY; Seconded by Councillor HUNDY that members, representatives and delegates be appointed to the committees, reference groups and external organisations as outlined in the schedule for the period terminating September 2024.

The MOTION upon being PUT to the MEETING was declared CARRIED.

## Schedule of Committee Representation

| COMMITTEE                                                                           | OFFICER                                                             | NEW                                         |
|-------------------------------------------------------------------------------------|---------------------------------------------------------------------|---------------------------------------------|
| Australian Airports Association                                                     | Director Engineering/Technical Services                             | Not required                                |
| Bushfire Management Committee                                                       | Director Engineering/Technical Services                             | Clr Ramien                                  |
| Castlereagh Macquarie County Council<br>3 year Term                                 | General Manager                                                     | No Change                                   |
| Collarenebri Community Working party                                                | General Manager                                                     | Mayor & Clr Walford                         |
| Community Safety Precinct Committee                                                 | General Manager                                                     | Mayor                                       |
| Lightning Ridge & Surrounding Opal Fields<br>Management Crown Reserve 1024168 Trust | General Manager                                                     | Mayor                                       |
| Kamilaroi Highway Group                                                             | General Manager                                                     | Not required                                |
| Lightning Ridge Community Working Party                                             | General Manager                                                     | Mayor & Clr Seaton                          |
| Local Emergency Management Committee                                                | General Manager as LEMO and Director of<br>Engineering as alternate | Not Required                                |
| Local Traffic Committee                                                             | Director Engineering/Technical Services and<br>General Manager      | Mayor , Clr Keir, Clr<br>Rummery, Clr Hundy |
| Netwaste                                                                            | Director Environmental Services                                     | Not required                                |
| Big Sky Libraries                                                                   | Director Chief Financial Officer                                    | Mayor & Clr Keir                            |
| Regional Development Australia - Orana                                              | General Manager                                                     | Mayor                                       |
| Outback Arts Incorporated                                                           | General Manager                                                     | Mayor, Clr Keir & Clr<br>Walford            |
| Plant Committee                                                                     | Director Engineering/Technical Services and<br>General Manager      | Mayor, Clr Cooke & Clr<br>Seaton            |
| Regional Procurement Initiative                                                     | Director Engineering/Technical Services/ Chief<br>Financial Officer | Not required                                |
| Rural Bush Fire Management Group                                                    | Director Engineering/Technical Services/Chief<br>Financial Officer  | Clr Ramien                                  |
| Saleyards Advisory Committee                                                        | Director Engineering/Technical Services                             | Clr Walford                                 |
| Western Division of the Shire's Association                                         | General Manager                                                     | Mayor                                       |
| Walgett Community Working Party                                                     | General Manager and Manager Community Services                      | Mayor & Clr Walford                         |
| Water Utilities Group                                                               | Director Engineering/Technical Services                             | Not Required                                |
| Local Government NSW – Voting Delegate                                              | General Manager                                                     | Mayor                                       |
| Far Northwest Joint Organisation                                                    | General Manager as advisor                                          | 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 , Clr Seaton & Clr<br>Hundy           |
| Economic Development Committee                                                      | General Manager                                                     | Mayor & Clr Rummery                         |
| Country Mayors Association                                                          | General Manager                                                     | Mayor                                       |
| Mining Related Councils                                                             | General Manager                                                     | Mayor                                       |
| Alliance of Western Council                                                         | General Manager                                                     | Mayor                                       |
| Murray-Darling Basin Advisory                                                       | General Manager                                                     | Mayor & Clr Rummery                         |
| Border Regional Organisations of Councils                                           | General Manager                                                     | Mayor                                       |
| Audit, Risk and Improvement Committee<br>(ARIC)                                     | General Manager                                                     | Clr Rummery                                 |

**12/2023/8 CLOSEDOWN OF COUNCIL ADMINISTRATION OFFICES OVER THE 2023/2024 FESTIVE SEASON**

**RESOLVED on MOTION** by Councillor WALFORD; Seconded by Councillor KEIR  
That Council:

1. Operations close from Friday 22nd December 2023 to Tuesday 2nd January 2024, inclusive, and the General Manager makes satisfactory arrangements for the maintenance of essential services and provision of emergency call out services.
2. Note Union Picnic Day will be held on Wednesday 27th December 2023.
3. The closedown be effectively notified to residents, along with details of essential service and emergency call out arrangements.
4. Note arrangements will be made with all outdoor staff to enable skeleton crews, in accordance with the Award.

The MOTION upon being PUT to the MEETING was declared CARRIED.

**12/2023/9 FAR NORTHWEST JOINT ORGANISATION – DROUGHT PLAN UPDATE**

**RESOLVED on MOTION** by Councillor SEATON; Seconded by Councillor KEIR

That:

1. The information be received and it be noted and that the Far Northwest Joint Organisation of Councils has been engaged to develop and implement a Regional Drought Resilience Plan on behalf of Walgett Shire Council;
2. The Mayor be nominated together with the General Manager to participate in the Regional Drought Resilience Plan Program process on behalf of Walgett Shire Council;
3. Council notes that the General Manager's Executive Assistant will be the Council Staff contact as the local information conduit to work with the Far Northwest Joint Organisation of Councils Drought Project Officer, to supply local plans relevant to the Walgett Shire Council to the Drought Project Officer for review and to co-ordinate local media promotion of the Regional Drought Resilience Planning Program process which is expected in January 2024; and
4. Council adopt the Regional Drought Resilience Plan Project Plan for RDRP 004 that is contained within the report for implementation by the Far Northwest Joint Organisation of Councils.

The MOTION upon being PUT to the MEETING was declared CARRIED.

**12/2023/10 EVERYONE CAN PLAY PARK – LIGHTNING RIDGE**

**RESOLVED on MOTION** by Councillor SEATON; Seconded by Councillor HUNDY

That Council

1. Review and take into consideration submissions received during the public exhibition period.
2. Thank the community for their feedback.
3. Council intends to proceed with construction within the existing precinct.

The MOTION upon being PUT to the MEETING

**FOR** Clr Seaton, Clr Rummary, Clr Keir

**AGAINST** Clr Hundy, Clr Walford

MOTION CARRIED

#### **12/2023/11 REQUEST FOR FUNDING/ SPONSORSHIP OR DONATIONS**

**RESOLVED on MOTION** by Councillor KEIR; Seconded by Councillor SEATON that Council.

1. review the donation and sponsorship requests that are unbudgeted and decide whether to grant complete funding, partial funding, or no funding at this time.
  2. Council to approve expenditure on Toyota De Oroc and 2WEB as funds are budgeted
- The MOTION upon being PUT to the MEETING was declared CARRIED.

#### **12/2023/12 ANNUAL REPORT 2022/2023**

**RESOLVED on MOTION** by Councillor SEATON; Seconded by Councillor KEIR

That Council

1. Endorse the Annual Report 2022-2023, appended at Attachment 1, pursuant to section 428 of the Local Government Act 1993.
2. Note that the Annual Report 2022-2023 will be submitted to the Minister for Local Government and published to Council's website by 30 November 2023, pursuant to section 428(5) of the Local Government Act 1993.

The MOTION upon being PUT to the MEETING was declared CARRIED.

#### **12/2023/13 MAYORAL MINUTE**

**RESOLVED on MOTION** by Councillor RAMIEN;

1. That the General Manager prepare the following reports for Council as soon as possible
  - a. Road Report – Come By Chance – This report includes legal advice
  - b. Walgett Pool
  - c. Annual Financial Report
2. That the email from Hugh Percy regarding a statement (G A Murphy) be noted
3. That as there is not enough time before the next Council meeting on the 12/12/2023 for 10 working days' notice for Questions on Notice by Councillors, the timeframe be changed to 5 working days for this meeting only.

#### **12/2023/14 HUDSON FIRE UPDATE**

**RESOLVED on MOTION** by Councillor SEATON; Seconded by Councillor RUMMERY

That Council

1. That the information provided be noted by the Council
2. That Council shares its sympathies with those affected by the loss Captain Leo Fransen
3. That Council acknowledge the efforts of the community, NSW Rural Fire Service, the Glengarry, Grawin, Sheepyard Miners Association, Council staff and volunteers who supported the emergency and continue to support recovery efforts
4. That the Council continue to coordinate recovery efforts
5. That the General Manager and Mayor continue to advocate with the NSW to issue a Natural Disaster Declaration for the event

The MOTION upon being PUT to the MEETING was declared CARRIED.

#### **12/2023/15 MONTHLY OUTSTANDING RATES AS AT 31 OCTOBER 2023**

**RESOLVED on MOTION** by Councillor KEIR; Seconded by Councillor RUMMERY that the 31 October 2023 outstanding rates report be received and noted.

The MOTION upon being PUT to the MEETING was declared CARRIED.

**12/2023/16 CASH AND INVESTMENT AS AT 31 OCTOBER 2023**

**RESOLVED on MOTION** by Councillor Rummery; Seconded by Councillor HUNDY that the investment report be received and noted

The MOTION upon being PUT to the MEETING was declared CARRIED.

**12/2023/17 QUARTERLY BUDGET REVIEW – SEPTEMBER 2023**

**RESOLVED on MOTION** by Councillor KEIR; Seconded by Councillor SEATON that Council adopt the attached Quarterly Budget Review Statement for 30th September 2023 as tabled.

The MOTION upon being PUT to the MEETING was declared CARRIED.

**12/2023/18 ADDITIONAL SIGNATORIES AS OF 31<sup>ST</sup> OCTOBER 2023**

**RESOLVED on MOTION** by Councillor SEATON; Seconded by Councillor HUNDY That Council resolves to add below staff as signatories for the management of Macquarie Bank Cash Management Account 968481408 and Macquarie Bank Cash Management Accelerator Account 940356066:

1. Megan Dixon General Manager
2. Hafiz Malik Director of Corporate Services
3. Kazi Mahmud Director of Engineering/Technical Services
4. Peter Gumbleton Finance Manager

The MOTION upon being PUT to the MEETING was declared CARRIED.

*At 10:45am Mayor RAMIEN declared a pecuniary interest and exited the Chamber.*

*Deputy Mayor HUNDY took the Chair*

*At 10:45am Councillor KEIR declared a pecuniary interest and exited the Chamber*

**12/2023/19 MONTHLY MAINTENANCE GRADING REPORT AS AT 31 OCTOBER 2023**

**RESOLVED on MOTION** by Councillor RUMMERY; Seconded by Councillor WALFORD that Council receive and note the monthly maintenance grading works report for October 2023

The MOTION upon being PUT to the MEETING was declared CARRIED.

*At 10:46am Mayor RAMIEN returned to the Chamber and resumed the chair.*

*At 10:47am Councillor KEIR returned to the Chamber*

**12/2023/20 ENGINEERING TECHNICAL SERVICES PROGRESS REPORT AS AT 31 OCTOBER 2023**

**RESOLVED on MOTION** by Councillor SEATON; Seconded by Councillor KEIR that Council receive and note the Engineering Services monthly works progress report for October 2023

The MOTION upon being PUT to the MEETING was declared CARRIED.

**12/2023/21 MONTHLY MAJOR PROJECTS REPORT AS AT 31 OCTOBER 2023**

**RESOLVED on MOTION** by Councillor WALFORD; Seconded by Councillor RUMMERY that Council receive and note the Monthly Major Projects Report for September 2023.

The MOTION upon being PUT to the MEETING was declared CARRIED.



### **12/2023/22 DEVELOPMENT APPROVALS OCTOBER 2023**

**RESOLVED on MOTION** by Councillor KEIR; Seconded by Councillor RUMMERY that Council receive and note the Development Approvals Report for October 2023.

The MOTION upon being PUT to the MEETING was declared CARRIED.

### **12/2023/23 MATTERS GENERALLY FOR BRIEF MENTION OR INFORMATION FROM DIRECTOR ENVIRONMENTAL SERVICES – Kimley Talbert**

**RESOLVED on MOTION** by Councillor SEATON; Seconded by Councillor KEIR that Council receive and note this report.

The MOTION upon being PUT to the MEETING was declared CARRIED.

### **12/2023/24 MATTERS GENERALLY FOR BRIEF MENTION OR INFORMATION FROM DIRECTOR ENVIRONMENTAL SERVICES – Bob Harris**

**RESOLVED on MOTION** by Councillor KEIR; Seconded by Councillor WALFORD that Council receive and note this report.

The MOTION upon being PUT to the MEETING was declared CARRIED.

## **Questions on Notice**

### **Cr Hundy**

1. What is the Status of the 3 Mile Road and can the General Manager provide a full and comprehensive report on this matter which should include what part of the road that Council is actually taking over.

#### **General Manager's Response:**

The 3 Mile Road will be the subject of a workshop with councillors on a convenient date in December, following which a comprehensive report will be submitted to the Council.

2. Australian Opal Centre Lightning Ridge has the biggest Tourism Project West of the Blue Mountains currently being constructed. What is the current position with developing a Tourism Plan to address the tourism demand this will place on the Shire and is there a plan to develop a plan to encourage new businesses to Lightning Ridge that will complement this facility?

#### **General Manager's Response:**

The council will need to find and allocate resources to the development of an economic development or tourism strategy and action plan that will provide an agreed pathway forward.

3. Everyone Can Play Park (GM's letter 3rd Nov.) Indicates that the park not go ahead taking into consideration that consultation is still active until 22nd Nov.2023 - what is the status of this project?

#### **General Manager's Response:**

I refer you to agenda item 23/11/0320 Everyone Can Play Park.

Please note that the internal confidential briefing provided to Councillors on 3 November 2023 was to keep Councillors informed and seek further information.

**12/2023/25 RESOLVED on MOTION** by Councillor RUMMERY; Seconded by Councillor KEIR at 11.40am that the public be excluded from the meeting pursuant to Sections 10A 2 (a) & (b) of the Local Government Act 1993 on the basis that the items deal with;  
(a) personnel matters concerning particular individuals (other than Councillors)  
(b) the personal hardship of any resident or ratepayer

**12C/2023/1 MINUTES OF CLOSED MEETING – 26 OCTOBER 2023**

**RESOLVED on MOTION** by Councillor SEATON; Seconded by Councillor WALFORD that the minutes for the closed meeting held 26 October 2023 as itemised in minute numbers 11C/2023/1 to 11C2023/6 pages 2 to 3, are confirmed.

**12/2023/26 RESOLVED on MOTION** by Councillor RUMMERY, Seconded by Councillor SEATON; That Council move into open session, Council resumed open session at 11.56am

**12/2023/27 ADOPTION OF CLOSED SESSION REPORTS**

**RESOLVED on MOTION** by Councillor WALFORD, Seconded by Councillor KEIR that Council adopt the recommendations of the Closed Committee Reports

***There being no further business the meeting concluded at 11.57***

**MEETING REOPENED AT 14:33**

**12/2023/28 RESOLVED on MOTION** by Councillor RUMMERY, Seconded by Councillor KEIR for the General Managers performance review to be adopted, noting an agreed change in Item 2.3 that the results in improved transparency between Council and the community.

**MEETING CLOSED AT 14:34**

*To be confirmed at the next meeting of Council*

## 5. 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 |
|------------|----------|-------------------------|--------|
|            |          |                         |        |
|            |          |                         |        |
|            |          |                         |        |
|            |          |                         |        |

## 6. MAYORAL MONTHLY REPORT

**REPORTING SECTION:** Office of Mayor  
**AUTHOR:** Jasen Ramien  
**FILE NUMBER:** 23/11/0348

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### Monthly Mayoral Report November/ December 2023

#### Recommendation:

That the Mayoral report for November/ December 2023 be received and noted.

#### Moved:

#### Seconded:

#### Summary:

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

#### Background:

As we approach the festive season, I am pleased to share insights into the events and activities I have been engaged in this month.

On 28<sup>th</sup> November, I participated in a debrief session in Lightning Ridge focused on the Hudson Fire. The session delved into response strategies, lessons learned, and future preparedness. It was an opportunity to collaborate with fellow stakeholders and contribute to enhancing our emergency response capabilities.

On Wednesday 6<sup>th</sup> December I had the privilege of witnessing the reinstallation of the Man on the Monument in the heart of Walgett's main street, it has been a long process but he is standing tall overlooking Walgett once again.

Accompanied by the General Manager, I attended a meeting with the Alliance of Western Council in Dubbo. Discussions centered around collaborative initiatives and shared goals among member councils. These interactions strengthen our collective efforts to address common challenges and promote community well-being.

I'd like to take a moment to wish everyone a happy and safe holiday season. As we embrace the spirit of Christmas with family and friends, feel free to indulge and have a good time.

The holiday season, especially on Christmas Day, often involves a fair amount of traveling between family events. If you find yourself in that situation this year, please take extra precautions to remain alert, stop to stretch your legs, and allow the kids and dogs to burn off some energy.

So once again, stay safe, have a great break and I look forward to working with and serving you all in 2024!

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

### **7.1 LOCAL AREA TRAFFIC COMMITTEE MINUTES 6 DECEMBER 2023**

## 8. CORRESPONDENCE AND PETITIONS

### 8.1 COME BY CHANCE RACE COMMITTEE THANK YOU LETTER



**PRESIDENT:** Mr Rob Colless

Ph 0419285200

**SECRETARY:** Mrs Cathie Colless

Ph 0427285100

**TREASURER:** Mr Jack Slack-Smith

Ph 68285270

Ms Megan Dixon  
General Manager  
Walgett Shire Council  
Fox St  
WALGETT NSW 2832

Dear Ms Dixon,

On behalf of the Come-By-Chance Picnic Race Club, I would like to thank the Walgett Shire Council for their sponsorship of our race day on 23<sup>rd</sup> September.

Our day was not as planned, with the cancellation of our annual race meeting by Racing NSW, but testament to the committee, we were able to hold an alternate day, which was enjoyed by a crowd of around seven hundred adults and children. It was a huge success and a wonderful community day.

As you would be aware, we are not the only club to have had our event cancelled and the effect this has had on our communities is significant and warrants concern for the future of these small bush race clubs.

With the increased demands and standards of compliance being continually placed on our small clubs, by Racing NSW, it is becoming more and more difficult for us to meet requirements, and for the executive positions to be filled. So much tradition and history within our remote and rural areas is at risk of being lost.

Again, we are most appreciative of the support of Walgett Shire Council

Yours faithfully,

Cathie Colless

Secretary

CBCPRC

23.11.2023

## 9. REPORTS FROM OFFICERS

### 9.1 GENERAL MANAGER

#### 9.1.1 REQUEST TO MEG NOT REGRANT MINERAL CLAIM OVER GRAWIN PLAYGROUND

**REPORTING SECTION:** Executive  
**AUTHOR:** Megan Dixon –General Manager  
**FILE NUMBER:** 23/11/0337

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| Request to MEG Not Regrant Mineral Claim Over Grawin Playground                                                                                                                                                                                                                                    |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <p>Council is advised to write to the Mining, Exploration, and Geoscience (MEG) department, urging them to refrain from regranting the mineral claim that currently encompasses the Grawin Playground and Miners Road.</p> <p><b>Moved:</b><br/><b>Seconded:</b></p> |

#### Summary:

This report is submitted for the Council's review concerning an invalidated mineral claim that is currently encompassing the Grawin Playground and a sealed portion of the route known as Miners Road. Council has the option to contest the reissuance of the license, which will enable Council to further develop the playground and gazette the road in the future.

#### Background:

MEG previously issued a license that extended a mineral claim over both the Grawin Playground and the active vehicle track leading into the Grawin area. This licence was deemed invalid during a MEG departmental review conducted in June 2023.

#### Relevant Reference Documents/Policies:

#### Stakeholders:

Walgett Shire Council  
Grawin Community  
NSW Government - Mining, Exploration and Geoscience

#### Financial Implications:

There are no costs involved relating to this recommendation.

#### Alternative solutions/options:

Opt for no action which possess the risk that MEG may proceed to regrant the licence.

#### Conclusion:

To advance this matter, a letter must be sent to MEG accompanied by a resolution urging against the regranting of the license. This recommendation is grounded in future strategic development for community infrastructure including the Gazetting of the road and more facilities at the playground.

## 9.1.2 IMPORTANT DATES – UPCOMING MEETINGS AND EVENTS

**REPORTING SECTION:** Executive  
**AUTHOR:** Megan Dixon – General Manager  
**FILE NUMBER:** 12/14-03

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| Important Dates For Councillors – Upcoming Meetings & Events                                                                                              |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------|
| <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> |

**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.

**Attachments:**

Upcoming meetings and events schedule.



### **IMPORTANT DATES – Upcoming Meetings and Events**

| DATE              | MEETING/FUNCTION             | LOCATION          | NOTES                                         |
|-------------------|------------------------------|-------------------|-----------------------------------------------|
| 12 December 2023  | Council Meeting              | Walgett Chambers  | Councillors, GM and Executive Staff to attend |
| 26 January 2024   | Australia Day Celebrations   | Collarenebri Club | Councillors and GM to attend                  |
| 1 February 2024   | Local Area Traffic Committee | Walgett Chambers  | Councillors, GM and Elected Members           |
| 27 February 2024  | Council Meeting              | Walgett Chambers  | Councillors, GM and Executive Staff to attend |
| 26 March 2024     | Council Meeting              | Walgett Chambers  | Councillors, GM and Executive Staff to attend |
| 4 April 2024      | Local Area Traffic Committee | Walgett Chambers  | Councillors, GM and Elected Members           |
| 23 April 2024     | Council Meeting              | Walgett Chambers  | Councillors, GM and Executive Staff to attend |
| 6 June 2024       | Local Area Traffic Committee | Walgett Chambers  | Councillors, GM and Elected Members           |
| 28 May 2024       | Council Meeting              | Walgett Chambers  | Councillors, GM and Executive Staff to attend |
| 25 June 2024      | Council Meeting              | Walgett Chambers  | Councillors, GM and Executive Staff to attend |
| 23 July 2024      | Council Meeting              | Walgett Chambers  | Councillors, GM and Executive Staff to attend |
| 1 August 2024     | Local Area Traffic Committee | Walgett Chambers  | Councillors, GM and Elected Members           |
| 27 August 2024    | Council Meeting              | Walgett Chambers  | Councillors, GM and Executive Staff to attend |
| 24 September 2024 | Council Meeting              | Walgett Chambers  | Councillors, GM and Executive Staff to attend |
| 3 October 2024    | Local Area Traffic Committee | Walgett Chambers  | Councillors, GM and Elected Members           |
| 22 October 2024   | Council Meeting              | Walgett Chambers  | Councillors, GM and Executive Staff to attend |
| 26 November 2024  | Council Meeting              | Walgett Chambers  | Councillors, GM and Executive Staff to attend |
| 6 December 2024   | Local Area Traffic Committee | Walgett Chambers  | Councillors, GM and Elected Members           |
| 17 December 2024  | Council Meeting              | Walgett Chambers  | Councillors, GM and Executive Staff to attend |

### 9.1.3 FIRST QUARTER OPERATIONAL PLAN 2022/2023

**REPORTING SECTION:** Executive Services  
**AUTHOR:** Megan Dixon – General Manager  
**FILE NUMBER:** 23/11/0350

---

#### First Quarter Operational Plan 2022/2023

##### Recommendation:

- That the General Managers report be received.
- That Council accept the progress made on the 2023/2024 Operational Plan as at 30<sup>th</sup> September 2023.

##### Moved:

##### Seconded:

##### Summary:

This report provides Council with the status of the First Quarter Operational Plan Targets for 2023/2024.

##### Background:

Section 405 of the Local Government Act 1993 requires Council to adopt an Operational Plan. This report comments on the status of the Operational Plan as at 30<sup>th</sup> September 2023 and the extent to which the performance targets have been achieved.

##### Current Position:

The First Quarter Operational Plan Status Report is attached for Council's information.

At this time a majority of the performance targets are generally incomplete while a number of projects that are on-going or in progress are expected to be completed at the 30<sup>th</sup> June 2024.

##### Governance issues:

Council must comply with the Integrated planning and reporting (IP & R) provisions of the Local Government Act 1993.

##### Environmental issues:

NIL

##### Stakeholders:

Walgett Shire Council  
Walgett Shire Community

##### Financial Implications:

NIL to report

##### Alternative Solutions/Options:

NIL

##### Conclusion:

Council should note the progress made during the first quarter of the Operational Plan 2022/2023.

**Attachments:** First Quarter Operational Plan Status Report

# Community

## GOAL: Develop a connected, informed, resilient and inviting community

| CSP REF | STRATEGY                                                                                                                                                       | ACTION                                                                                                                                                        | RESPONSIBILITY | STATUS 30 <sup>th</sup> September 2023                                                                                                                                                                                                                       |
|---------|----------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1.1.1   | Support and initiate a range of local activities and projects that build community connections for all age sectors                                             | Develop a community consultation framework<br><br>Provide Sec 356 Donations and subsidies<br><br>Develop projects in conjunction with community organisations | GM             | Preparations are underway.<br><br>356 donations round to open in January 2024. Monthly reports to Council will now share community requests for donation and subsidy.<br><br>Council meets frequently with interagency and stakeholder groups.               |
| 1.1.2   | Provide vibrant and welcoming town centres, streets and meeting places                                                                                         | Liaise with volunteers and other community groups to assist in maintenance of parks and gardens                                                               | DETS           |                                                                                                                                                                                                                                                              |
| 1.1.3   | Embellish our community with parks, paths, cycleways, facilities, and meeting places                                                                           | Implement the active transport plan<br><br>Progressively review and upgrade community halls and swimming pools                                                | DETS<br>GM     | In progress. Awaiting community consultation to assist in developing a localised plan.<br><br>Collarenebri Hall restoration is underway.<br><br>Walgett Swimming pool is in the process of being repaired. Carinda and Burren Junction pools were repainted. |
| 1.1.4   | Respect the heritage of the region and highlight and enhance our unique characteristics                                                                        | Continue to implement the recommendations of Council's heritage advisor                                                                                       | DES            | Ongoing. Council continues to work with a heritage advisor and offer grants to eligible buildings for restoration works.                                                                                                                                     |
| 1.1.5   | Support, encourage and celebrate community participation and volunteerism                                                                                      | Creation and promotion of volunteer opportunities                                                                                                             | GM             | The Lightning Ridge Visitor Information Centre hires several volunteers. Council also attempts to promote volunteer opportunities within other community organisations via weekly bulletin and social media site.                                            |
| 1.1.6   | Work with other agencies and service providers to deliver community programs, services and facilities which complement and enhance Council's service provision | Identify gaps in service delivery                                                                                                                             | EDO            | Council works closely with the Walgett Interagency Group to identify gaps in service delivery.<br><br>Also meets with relevant agencies and groups when gaps are identified to implement strategies.                                                         |

## GOAL: A safe, active and healthy Shire

| CSP REF | STRATEGY                                                                                                                                                                                 | ACTION                                                                                                                                                                                                                                                                                                                                                                                                             | RESPONSIBILITY | STATUS 30th September 2023                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
|---------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1.2.1   | Partner with health agencies and community organisations in promoting healthy lifestyles and better health outcomes                                                                      | Engage with local sporting associations and peak sporting bodies                                                                                                                                                                                                                                                                                                                                                   | CSM            | Council partner with Creative Community Concepts to promote and deliver sporting opportunities.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| 1.2.2   | Support agencies and local organisations to address the availability of emergency services, affordable housing, disability and aged services and employment for people with disabilities | <p>Consultation process for engaging with marginalised sections of community developed.</p> <p>Enhanced wellbeing options provided for disadvantaged and marginalised community members</p>                                                                                                                                                                                                                        | CSM            | <p>Council work with interagency groups to support and deliver community events such as Seniors Week, NAIDOC Week and Youth Programs.</p> <p>Council is working to create an inclusive "Everyone Can Play" park in Lightning Ridge. Support provided through interagency groups for programs, events, and information sessions to assist those who are disadvantaged and marginalised.</p>                                                                                                                                                                                                                                 |
| 1.2.3   | Work with key partners and the community to lobby for adequate health services in our region                                                                                             | Identify gaps in service delivery                                                                                                                                                                                                                                                                                                                                                                                  | DES            | Ongoing. Work with interagency groups.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| 1.2.4   | Provide, maintain and develop children's play and recreational facilities that encourage active participation                                                                            | Operate youth centres and vacation care programs.                                                                                                                                                                                                                                                                                                                                                                  | CSM            | Fully operational. Youth Centres in Walgett, Collarenebri and Lightning Ridge operate with programs including after school and vacation care.                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 1.2.5   | Provide, maintain and develop passive recreational facilities and parklands to encourage greater utilisation and active participation                                                    | Maintain all parks and gardens including playground equipment and progressively upgrade shade shelters                                                                                                                                                                                                                                                                                                             | DETS           | <p>Achieved with weekly inspections.</p> <p>Gray Park is currently having furniture replaced.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| 1.2.6   | Partner with police, community organisations and the community to address crime, anti-social behaviour and maintain community safety                                                     | <p>Partner with all combat emergency services and emergency support services</p> <p>Install and maintain cctv systems across the Shire</p>                                                                                                                                                                                                                                                                         | GM<br>GM       | <p>Regular Local Emergency Management Committee Meetings. Daily briefings with agencies during flood emergency of 2022.</p> <p>CCTV systems placed to discourage anti-social behaviours.</p>                                                                                                                                                                                                                                                                                                                                                                                                                               |
|         | Provide effective regulatory, compliance and enforcement services for the community                                                                                                      | <p>Carry out food premises inspections to ensure compliance with the Food Act</p> <p>Target number of premises audited for fire safety compliance</p> <p>Undertake impounding of animals and registrations</p> <p>Inspections of Swimming Pools for compliance</p> <p>Provide management and investigation of dog attacks and dangerous. dog declarations</p> <p>Orders to be issued or served where necessary</p> | DES            | <p>Food Inspections carried out annually and reported to the Food Authority as required.</p> <p>Staff working with a number of high-risk premises in relation to fire safety. Providing opportunities for businesses to learn about and upgrade their fire safety services.</p> <p>Swimming Pool Inspections carried out as required.</p> <p>Actively working with and caring for impounded animals as required. Thorough investigations of dog attacks and action taken as required. Construction of a new pound facility.</p> <p>Orders issued as necessary and as appropriate and followed up to ensure compliance.</p> |
| 1.2.8   | Provide and maintain accessible quality sport and recreation facilities that encourage participation                                                                                     | Maintain swimming pools and bore baths facilities and the surrounds                                                                                                                                                                                                                                                                                                                                                | DETS           | <p>Burren Junction and Carinda pools repainted.</p> <p>Burren Junction Bore Bath fence repaired, overgrown shrubs removed, repainted hazard lines and repair to concrete.</p> <p>Construction for the Collarenebri Bore Bath and Walgett Splash Park facilities underway.</p>                                                                                                                                                                                                                                                                                                                                              |

## GOAL: A diverse and creative culture

| CSP REF | STRATEGY                                                                                                                                           | ACTION                                                                                                                                       | RESPONSIBILITY | STATUS 30th September 2023                                                                                                                                                                                                                                                                                                                                            |
|---------|----------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------|----------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1.3.1   | Provide enhanced and innovative library services that encourage lifelong learning                                                                  | Continue yearly membership of Outback Arts<br>Support Arts Program<br>Increase use of library as a community space                           | CSM            | Supported for the 2023/2024 financial year.<br><br>Annual contribution - Complete<br><br>Our libraries hosted community events and groups such as the Walgett Knitters Group, Senior's Week, cake decorating for children, screen printing and much more.                                                                                                             |
| 1.3.2   | Work with the community and other agencies to develop major cultural and community events                                                          | Work with agencies to encourage events for the Shire<br>Apply for grants for cultural events                                                 | EDO            | Ongoing. Work with the Interagency Group to deliver events.<br><br>Staff awaiting funding opportunities to open.                                                                                                                                                                                                                                                      |
| 1.3.3   | Work in collaboration with agencies and community groups to address existing and emerging issues specific to the Aboriginal and ageing communities | Implement the Aboriginal Reconciliation Plan<br>Undertake Aboriginal Projects<br>Develop an ageing strategy                                  | CSM            | Complete in 2020. For review in 2025.<br><br>Ongoing. Delivered programs such as NAIDOC week, Reconciliation Week, Sorry Day.<br><br>Ongoing – to be completed with community consultation.                                                                                                                                                                           |
| 1.3.4   | Support the development of programs which offer alternative education programs and opportunities that meet the needs of specific community sectors | Establish programs for cadetships/traineeships<br><br>Advocate for the improvement of secondary school educational outcomes across the Shire | GM<br><br>GM   | Council has a strategy in place to support cadetships & traineeships. Recent examples include the workshop mechanical area and administration staff.<br><br>Ongoing. Working with the DETS to improve outcomes. School to work program in place and has students visiting Council for work experience and tours.<br><br>Careers expo in Walgett in August every year. |

# Economic Development

## GOAL: An attractive environment for business, tourism and industry

| CSP REF | STRATEGY                                                                                                                                                      | ACTION                                                                                                                                                   | RESPONSIBILITY | STATUS 30th September 2023                                                                   |
|---------|---------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|----------------------------------------------------------------------------------------------|
| 2.1.1   | Implement tools to simplify development processes and encourage quality commercial, industrial and residential development                                    | Advocate for the development of the Australian Opal Centre                                                                                               | GM             | Ongoing. Construction to commence soon.                                                      |
|         |                                                                                                                                                               | Ensure that building certification and inspections are carried out as per National Construction and the requirements of the Building Professionals Board | DES            | Building Surveyors continually act within the conditions of their Accreditation.             |
| 2.1.2   | Develop the skills of businesses to maximize utilization of new technologies and the emerging broadband and telecommunications networks                       | Develop and implement an Economic Development Strategy                                                                                                   | EDO            | In progress.                                                                                 |
|         |                                                                                                                                                               | Lobby for improved mobile phone coverage across the shire                                                                                                | EDO            | Actively lobbying Telstra to improve coverage in the Grawin Opal fields.                     |
|         |                                                                                                                                                               | Implement an Economic Incentive Scheme                                                                                                                   | EDO            | Incentive policy under development                                                           |
| 2.1.3   | Lobby the Government to address needed infrastructure and services to match business and industry development in the region (education, transport and health) | Continue to lobby the Government for funding for transport infrastructure                                                                                | GM             | Ongoing but have received funding to upgrade several roads in the Shire.                     |
| 2.1.4   | Promote the Walgett Shire to business and industry and increase recognition of the area's strategic advantages                                                | Develop business development prospects in collaboration with various government agencies                                                                 | EDO            | Ongoing.                                                                                     |
| 2.1.5   | Provision of caravan support facilities throughout the Shire                                                                                                  | Maintain and expand facilities of the 'RV Friendly'                                                                                                      | VIC            | Working towards a footpath from Collarenebri Primitive campground to the new artesian baths. |

## GOAL: Employment opportunities that supports local industries

| CSP REF | STRATEGY                                                                                                                                                                   | ACTION                                                                                                    | RESPONSIBILITY | STATUS 30th September 2023                                                                         |
|---------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------|----------------|----------------------------------------------------------------------------------------------------|
| 2.2.1   | Identify partnerships and innovative funding approaches to provide for new and upgraded infrastructure for event hosting and tourism expansion                             | Continue to apply for grants for a new information centre for Lightning Ridge and Walgett                 | GM             | Completed. Lightning Ridge Visitor Information Centre has been a popular place for tourists.       |
| 2.2.2   | Provide land use planning that facilitates employment creation                                                                                                             | Monitor and review Council's Local Environment Plan                                                       | DES            | LEP 2013 continues to be reviewed and monitored.                                                   |
| 2.2.3   | Support and encourage existing business and industry to develop and grow                                                                                                   | Maintain a sufficient supply of residential, lifestyle, agriculture, commercial and industrial zoned land | DES            | LEP 2013 continues to be reviewed. Walgett Rural Residential Strategy being reviewed in 2023/2024. |
| 2.2.4   | Develop and implement an economic development strategy which identifies potential projects and/or industries that build on the Shire's attributes and/or natural resources | Provide consultation with potential new business operators and pre-development application assistance     | EDO            | Council continues to work with business operators to assist with pre-development applications.     |
| 2.2.5   | Encourage and support youth employment initiatives                                                                                                                         | Promote the school to work programme                                                                      | EDO            | In operation                                                                                       |

## GOAL: An efficient network of arterial roads & supporting infrastructure; town streets & footpaths that are adequate & maintained

| CSP REF | STRATEGY                                                                                                        | ACTION                                                            | RESPONSIBILITY | STATUS 30th September 2023                                                         |
|---------|-----------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------|----------------|------------------------------------------------------------------------------------|
| 2.3.1   | Provide an effective road network that balances asset conditions with available resources and asset utilisation | Undertake bitumen maintenance program in line with service levels | DETS           | This process is ongoing. Council have maintained a regular heavy patching program. |
|         |                                                                                                                 | Undertake maintenance grading program in line with service levels | DETS           |                                                                                    |

|       |                                                                                      |                                                                                                                                                                                                     |                |                                                                                                                                   |
|-------|--------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|-----------------------------------------------------------------------------------------------------------------------------------|
|       |                                                                                      |                                                                                                                                                                                                     |                | Flood conditions have impacted maintenance grading opportunities in late 2022, grading program recommenced in 2023.               |
| 2.3.2 | Maintain, renew and replace Council bridges and culverts as required                 | Undertake annual inspections Of all bridges and culverts and update the required maintenance and repair program                                                                                     | DETS           | Regular inspections undertaken and routine maintenance undertaken as required. Culverts replacement program was underway in 2023. |
| 2.3.3 | Ensure road network supporting assets are maintained (signs, posts, guardrails etc.) | Renew and maintain Council's road network supporting assets in-line with the Asset Management Plan                                                                                                  | DETS           | Regular inspections undertaken and maintenance undertaken as required                                                             |
| 2.3.4 | Maintain existing footpaths in Shire towns and villages                              | Undertake annual inspections of all footpath and update the required maintenance and repair program                                                                                                 | DETS           | Regular inspections undertaken and maintenance undertaken as required.                                                            |
| 2.3.5 | Lobby the Government to provide needed funds to maintain regional networks           | Continue to apply for grants for the reconstruction and sealing of unsealed Regional Roads and major Local Roads network<br><br>Investigate using SRV(5-15%) to fund a major upgrade of Local Roads | DETS<br><br>GM | On-going lobbying of State Government<br><br>Regional road grants received as well as emergency flood repair grants.              |

## GOAL: Communities that are well serviced with essential infrastructure

| CSP REF | STRATEGY                                                                                                | ACTION                                                                                                                                         | RESPONSIBILITY | STATUS 30th September 2023                                                                                |
|---------|---------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------|----------------|-----------------------------------------------------------------------------------------------------------|
| 2.4.1   | Implement Council's strategic asset management plans and continue to develop asset systems              | Implement an electronic asset management system for all Council assets                                                                         | CFO            | Asset system 'Confirm' in place                                                                           |
| 2.4.2   | Ensure adequate public car parking and kerb and gutter infrastructure is provided and maintained        | Inspect all kerb and gutter and undertake the required repair and replacement program                                                          | DETS           | Works in progress. Collarenebri kerb and gutter to commence.                                              |
| 2.4.3   | Provide the infrastructure to embellish public spaces and recreation areas                              | Undertake the maintenance program for Council's parks and gardens team                                                                         | DETS           | Regular inspections undertaken and maintenance undertaken as required. Graffiti removed. Swings replaced. |
| 2.4.4   | Continue to lobby Government to provide incentives to appeal to airline companies to service the region | Partner with Brewarrina and Bourke to lobby the Government to subsidise airlines and the reintroduction of RPT services for Walgett and Bourke | GM             | Ongoing.                                                                                                  |

# Governance and Civic Leadership

## GOAL: An accountable and representative Council

| CSP REF | STRATEGY                                                                                                                                 | ACTION                                                                                                     | RESPONSIBILITY | STATUS 30th September 2023                                                                                     |
|---------|------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------|----------------|----------------------------------------------------------------------------------------------------------------|
| 3.1.1   | Provide clear direction for the community through the development of the community strategic plan, delivery program and operational plan | Implement, monitor and review the Delivery and Operational Plan                                            | CFO            | Quarterly reports submitted to Council.                                                                        |
| 3.1.2   | Engage with the community effectively and use community input to inform decision making                                                  | Deliver a Local Government week Program to engage the community and show case services provided by Council | CFO            | Complete. Event held in Collarenebri.                                                                          |
|         |                                                                                                                                          | Distribute newsletters to residents                                                                        | EDO            | Weekly e-bulletin sent out to community via email and social media providing updates on Council and Community. |
| 3.1.3   | Provide strong representation for the community at regional, state and federal levels                                                    | Participate in and make visible contributions to regional forums such as OROC and Western Division         | GM             | Council continues to be active in regional forums.                                                             |
|         |                                                                                                                                          | Advocate the needs of the Shire to State and Federal Governments                                           | GM             | Ongoing.                                                                                                       |
| 3.1.4   | Undertake the civic duties of Council with the highest degree of professionalism and ethics                                              | Ensure annual pecuniary interest declarations are completed                                                | GM             | Applications received & tabled                                                                                 |
|         |                                                                                                                                          | Ensure Councillors comply with the Code of Conduct                                                         | GM             | Council continues to monitor.                                                                                  |
| 3.1.5   | Councillors represent the interests of the whole of the Shire area                                                                       | Arrange seminars to ensure all Councillors appreciate their roles                                          | GM             | Ongoing.                                                                                                       |

## GOAL: Implement governance and financial management process that support the effective administration of Council

| CSP REF | STRATEGY                                                                                               | ACTION                                                                                            | RESPONSIBILITY | STATUS 30th September 2023 |
|---------|--------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------|----------------|----------------------------|
| 3.2.1   | Develop processes that ensure that legislative and financial standards are actioned in a timely manner | Provide financial reports to management and staff to assist in budget control and decision making | CFO            | Fortnightly reports issued |
|         |                                                                                                        | Complete quarterly budget review statements in line with statutory requirements                   | CFO            | Reports tabled             |
|         |                                                                                                        | Review, revise and maintain Council's Long Term Financial Plan                                    | CFO            | Under review.              |
|         |                                                                                                        | Oversight financial decision making process                                                       | GM             | Under review.              |

## GOAL: Promote community involvement in Government decision making

| CSP REF | STRATEGY                                                                                                              | ACTION                                                                 | RESPONSIBILITY | STATUS 30th September 2023                                      |
|---------|-----------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------|----------------|-----------------------------------------------------------------|
| 3.2.1   | Engage with the community through effective consultation and communication processes                                  | Facilitate the delivery of community presentations to Council Meetings | GM             | Council meetings are open for public forum.                     |
|         |                                                                                                                       | Conduct regular community meetings to present the annual budget        | GM and CFO     | This has not been actioned.                                     |
|         |                                                                                                                       | Promote community involvement in any emerging Government Initiatives   | GM and CFO     | Promotion through Council website, social media and e-bulletin. |
| 3.2.2   | Develop and implement community feedback systems that provides for community input on council projects and activities | Develop an online survey for Council's website                         | EDO            | Not yet commenced                                               |



## GOAL: Promote community involvement in Government decision making

| CSP REF | STRATEGY                                                                                                                                                         | ACTION                                 | RESPONSIBILITY | STATUS 30th September 2023                    |
|---------|------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------|----------------|-----------------------------------------------|
| 3.4.1   | Resource the organisation of Council adequately to provide the services and support functions required to deliver the goals and strategies detailed in this plan | Resources provided in a timely fashion | GM             | Resources allocated in accordance with budget |
| 3.4.2   | Implement and maintain a performance management framework to enable clear reporting on progress in Councils strategic planning documents                         | Report to Council Meetings             | GM & Directors | Reports tabled in accordance with Legislation |

# Sustainable Living

## GOAL: Operate an an urban waste management system that meets the community needs and environmental standards

| CSP REF | STRATEGY                                                                                          | ACTION                                                                                                                                                                                           | RESPONSIBILITY | STATUS 30th September 2023                                                                                                                                                                         |
|---------|---------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 4.1.1   | Develop and implement a Shire Wide Waste Management strategy that includes recycling services     | Develop and implement the Waste Management Strategy                                                                                                                                              | DES            | Finalised in 2018. Review and updated to be conducted. Management contracts in place, new Council staff hired to monitor landfill and waste.                                                       |
| 4.1.2   | Implement initiatives to reduce illegal dumping and provide community education to prevent litter | Effectively manage the domestic waste and landfill management contracts                                                                                                                          |                |                                                                                                                                                                                                    |
|         |                                                                                                   | Actively respond to complaints and issues identified to ensure appropriate outcomes for illegal development, dumping and other activities such as abandoned vehicles, noise pollution and odour. | DES            | Council signed a funding deed with the EPA for Illegal Dumping Prevention Program. This will enable Council to expand the RID database, promote community awareness and surveillance of hot spots. |
|         |                                                                                                   | Develop and implement a waste education program                                                                                                                                                  | DES            | Ongoing.                                                                                                                                                                                           |

## GOAL: Provide potable and raw water supply systems that ensures enhanced water security and meets health standards

| CSP REF | STRATEGY                                                                                                                                | ACTION                                                                                                    | RESPONSIBILITY | STATUS 30th September 2023                                                         |
|---------|-----------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------|----------------|------------------------------------------------------------------------------------|
| 4.2.1   | Improve and upgrade the water supply infrastructure through an asset management framework                                               | Complete an annual water main replacement program                                                         | DETS           | Ongoing. Electronic water meters have been installed in Collarenebri.              |
|         |                                                                                                                                         | Ensure water supply is provided and maintained in compliance with the Drinking Water Quality requirements |                | Regular water testing undertaken in accordance with Drinking Water Management plan |
| 4.2.2   | Maintain and renew the sewerage network infrastructure to ensure the provision of efficient and environmentally-sound sewerage services | Operate the sewer treatment plants in an efficient manner                                                 | DETS           | Ongoing                                                                            |
| 4.2.3   | Ensure adequate stormwater and drainage infrastructure is provided, maintained and renewed                                              | Maintain and renew the stormwater and drainage infrastructure                                             | DETS           | Regular inspections undertaken and maintenance undertaken as required              |

## GOAL: A sustainable environment that recognises our rivers, natural environment, ecological systems and biodiversity

| CSP REF | STRATEGY                                                                                  | ACTION                                                           | RESPONSIBILITY | STATUS 30th September 2023                                                                                                   |
|---------|-------------------------------------------------------------------------------------------|------------------------------------------------------------------|----------------|------------------------------------------------------------------------------------------------------------------------------|
| 4.3.1   | Promote and raise community awareness of environmental and biodiversity issues            | Undertake waste avoidance, waste reduction and recycling program | DES            | Contract in place for the collection & recycling of waste tyres.                                                             |
|         |                                                                                           |                                                                  |                | Council supports Return and Earn contractors and programs however, distance from regional recycling facilities are an issue. |
| 4.3.2   | Protect and maintain a healthy catchments and waterways                                   | Inspect Council's water networks and take samples when necessary | DETS           | Ongoing                                                                                                                      |
| 4.3.3   | Protect the Shire's historic buildings and sites recognising their value to the community | Implement the recommendations of Council's heritage advisor      | DES            | Development and promotion of the Council Local Heritage Fund which operates annually. Engagement of a heritage advisor.      |

## GOAL: Maintain a healthy balance between development and the environment

| CSP REF | STRATEGY                                                                          | ACTION                                                                                            | RESPONSIBILITY | STATUS 30th September 2023                                                                                                                                                                                          |
|---------|-----------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------|----------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 4.4.1   | Retain open space that are accessible to everyone                                 | Monitor environmental protection measures for sensitive land                                      | DES            | Implement new Biodiversity Laws and Walgett LEP and DCP 2013 & 2016. New LEP changes.                                                                                                                               |
| 4.4.2   | Ensure that Walgett Shire is sufficiently prepared to deal with natural disasters | Provide annual contribution to the RFS, SES and NSW Fire and rescue                               | GM & LEMC      | Annual contributions are being reviewed.                                                                                                                                                                            |
| 4.4.3   | Educate the community about sustainable practices                                 | Promote and provide adequate and user-friendly pre-lodgement advice on all aspects of development | DES            | Actively proving pre-lodgment services and advice. Attend on-site inspections and provide advice on all aspects of development. Making staff available for questions and queries and working actively with clients. |

# Infrastructure

## GOAL: Provide and maintain an effective road network that meets the community needs and expectations

| CSP REF | STRATEGY                                                                                                                          | ACTION                                                                                                  | RESPONSIBILITY  | STATUS 30th September 2023                                                                                                                                 |
|---------|-----------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------|-----------------|------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 5.1.1   | Manage the road network to respond to community needs, growth in the Shire, improving road safety and improving transport choices | Continually revise the works program for regional and local roads                                       | DETS            | This is done and ongoing.                                                                                                                                  |
| 5.1.2   | Develop a strategy that addresses transport options for the local community                                                       | Advocate for taxi services, air services and public transport                                           | GM              | Air service and bus service run frequently. Council to continue to advocate for community bus services.                                                    |
| 5.1.3   | An effective complaints management process that effectively responds to residents issues regarding roads                          | Maintain complaints management process.<br><br>Complaints actioned within 7 days through the CAR system | DETS<br><br>CFO | Complaints lodged through Content Manger and sent to relevant department for follow up.<br><br>Complaints processed within 7 days. Complaints followed up. |

## GOAL: A Regional and State Road network that is appropriately supported and resourced by the Government

| CSP REF | STRATEGY                                                                                                   | ACTION                                                                                             | RESPONSIBILITY | STATUS 30th September 2023                                                 |
|---------|------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------|----------------|----------------------------------------------------------------------------|
| 5.2.1   | Ensure that the road network is maintained to a standard that is achievable within the resources available | Continually revise the works program for regional and local roads                                  | DETS           | Regular inspections undertaken and maintenance undertaken as required      |
| 5.2.2   | Maintain an effective operational relationship with the Roads and Maritime Services                        | Submit progress reports in a timely manner                                                         | DETS           | Routine maintenance undertaken in accordance with contractual requirements |
| 5.2.3   | Lobby the Government to provide needed funds to maintain regional and state road networks                  | Continue to advocate for betterment and other funding through advocacy to state/federal Government | GM             | Continuing to lobby other levels of Government for additional funding      |

## GOAL: Maintain and improve Council's property assets to an optimal level

| CSP REF | STRATEGY                                                           | ACTION                                                                | RESPONSIBILITY | STATUS 30th September 2023 |
|---------|--------------------------------------------------------------------|-----------------------------------------------------------------------|----------------|----------------------------|
| 5.3.1   | Manage properties in accordance with Council Asset Management Plan | Carry out the property works programme in line with the annual budget | CFO            | Underway                   |

## GOAL: Provision of facilities and communication services

## Agenda for Ordinary Council Meeting – 12<sup>th</sup> December 2023

| CSP REF | STRATEGY                                                                                                                                | ACTION                                                                                               | RESPONSIBILITY | STATUS 30th September 2023                                                                                   |
|---------|-----------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------|----------------|--------------------------------------------------------------------------------------------------------------|
| 5.4.1   | Provide a range of recreational and community facilities                                                                                | Maintain and upgrade Council's community halls and reserves                                          | CFO            | Collarenebri Hall repairs are underway.                                                                      |
| 5.4.2   | Represent the community with regard to external services including energy, communication, water, waste management and resource recovery | Lobby service providers in response to identified community concerns including mobile phone services | GM             | Actively lobbying Telstra to improve coverage in the Grawin Opal fields and applying for Black Spot Program. |
| 5.4.3   | Advocate to utility and communication providers regarding the capacity and reliability of infrastructure across the Shire               | Lobby service providers in response to identified community concerns                                 | GM             | On-going                                                                                                     |

#### **9.1.4 CUMBORAH CEMETERY MEMORIAL WALL**

**REPORTING SECTION:** Executive Services  
**AUTHOR:** Sherisse Fensom – Executive Assistant  
**FILE NUMBER:** 23/11/0346

---

| Cumborah Cemetery Memorial Wall                                                                                                                                                                                                                                                                                                                        |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <p>1.The Council resolve to move up to \$15,000 from the Walgett Cemetery fund to the project to enable the construction of the Cumborah Memorial Wall</p> <p>2. The community be advised that the funds have been formally allocated to enable completion of the project.</p> <p><b>Moved:</b><br/><b>Seconded:</b></p> |



**Summary:**

This report is presented to Council for consideration regarding request for a memorial wall at Cumborah Cemetery.

**Background:**

There has been a request from members of the public on Council record as far back as 2016 for a memorial wall to be constructed in the Cumborah Cemetery. The public have been told verbally by previous administration in 2019 that this work would be conducted and an amount of \$20,000 was allocated.

**Current Position:**

The work has not been conducted and there has been \$6,000 in the 2022/2023 long term financial budget for this project.

**Relevant Reference Documents/Policies:**

Long Term Financial Plan

**Attachments:**

Nil

**Stakeholders:**

Walgett Shire Council  
Walgett Shire Community

**Financial Implications:**

A quote from June 2023 implies the cost is approximately \$20,000. Council will however, request further quotes before proceeding.

**Alternative solutions/options:**

Do not approve the request

**Conclusion:**

Council has the opportunity to determine if up to \$15,000 should be moved from the Walgett Cemetery fund to Cumborah to fulfill the request for a memorial wall.

## 9.1.5 REQUEST FOR FUNDING/ SPONSORSHIP OR DONATION – LIGHTNING RIDGE PARK RUN

**REPORTING SECTION:** Executive  
**AUTHOR:** Sherisse Fensom – Executive Assistant  
**FILE NUMBER:** 23/11/0343

### Request for Funding/ Sponsorship or Donation – Lightning Ridge Park Run

#### Recommendation:

The Council review the sponsorship request and determine if they will support the Lightning Ridge Park run.

#### Moved:

#### Seconded:

#### Summary:

This report is presented to Council for consideration regarding sponsorship and donation requests from community members and organisations.

#### Background:

Council regularly receives requests for sponsorship and donations from community groups, organisations, and nonprofits. While many are referred to our community assistance program under section 356 of the Local Government Act, some are ineligible or do not apply.

Additionally, there are smaller groups attempting initiatives not aligned with our long-term financial plan or lacking a sufficient track record to demonstrate community impact.

#### Current Position:

| Event   | Date           | Organiser               | Location        | Attendance                                                                                                                                                                                                                    | Amount       |
|---------|----------------|-------------------------|-----------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|
| Parkrun | Every Saturday | Local Community Members | Lightning Ridge | Undetermined at this stage, however park run is a well known event around the world. It is suggested that people include park run in their adventure schedules and will travel to a location to undertake the park run there. | \$1,500+ GST |

#### Parkrun

Lightning Ridge are attempting to create a parkrun and requested a sponsorship of \$7000 from Council. Council declined as they had not yet sought funding or grants available first and there was no guarantee the parkrun would establish. The organisers have since fundraised over \$5500 from the local community. Council now has the opportunity to contribute the remaining amount or provide a smaller donation. Council has not budgeted for this.



**Relevant Reference Documents/Policies:**

**Attachments:**

Nil

**Stakeholders:**

Walgett Shire Council  
Walgett Shire Community  
Stakeholders Mentioned

**Financial Implications:**

\$1,500+GST, from the community grants fund.

**Alternative solutions/options:**

1. Recommend they apply for community assistance.
2. To not support at this time as it is unbudgeted

**Conclusion:**

Council has the opportunity to review current requests for donation and sponsorship and determine whether or not to provide funding or request further information.

## 9.2 DIRECTOR CORPORATE & COMMUNITY SERVICES

### 9.2.1 MONTHLY OUTSTANDING RATES AS AT 30 NOVEMBER 2023

**REPORTING SECTION:** Corporate Services  
**AUTHOR:** Michael Stenmark – Acting Rates Clerk  
**FILE NUMBER:** 23/11/00335

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#### Monthly Outstanding Rates Report – November 2023

##### Recommendation

The 30 November 2023 outstanding rates report be received and noted.

**Moved:**

**Seconded:**

##### 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 several Key Performance Indicators (KPIs) as part of its statutory reporting requirements. One of these KPIs is the outstanding percentage of Rates, Annual Charges & Extra Charges. 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% outstanding for Rates, Annual Charges, Interest & Extra Charges as at the end of the financial year.

##### Current Position

Collection of the current year's levy and arrears as at 30 November 2023 was 52.72% which is 3.72% better than the previous year's collection of 49.00%. The improvement in collections can be attributed to Council's successful Sale of Land for unpaid rates during September 2023 together with the 2<sup>nd</sup> rate instalment notices due 30<sup>th</sup> November. The rates collections figures will continue to improve as proceeds of the S713 Sale are distributed and finalised over the ensuing months.

##### Relevant Reference Documents/Policies

Outstanding Rates Report.

Councils Debt Recovery Policy.

**Governance issues**

Council attempts to achieve the benchmark collection rate set by the Office of Local Government (OLG) for rural councils. The OLG's benchmark is 5% for city and coastal councils and less than 10% arrears for rural and regional councils.

**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.

**Attachments**

Monthly Report - Outstanding Rates Report

| <b>Monthly Report - Outstanding Rates &amp; Charges as at 30 November 2023</b> |  |                         |                         |
|--------------------------------------------------------------------------------|--|-------------------------|-------------------------|
|                                                                                |  | <b>30 November 2023</b> | <b>30 November 2022</b> |
| Arrears of Rates & Charges as at 30-6-2023                                     |  | 1,804,132.15            | 1,571,511.85            |
| Adjustments                                                                    |  |                         |                         |
| Sub Total                                                                      |  | 1,804,132.15            | 1,571,511.85            |
| <b>Current Year Activity</b>                                                   |  |                         |                         |
| Legal fees (Including Write Offs)                                              |  | 0.00                    | 500.00                  |
| Levies                                                                         |  | 11,152,386.46           | 10,511,917.92           |
| Interest (Including Write Offs)                                                |  | 46,443.67               | 41,399.39               |
| Adjustments (Including Write Offs)                                             |  | (87,259.43)             | (2,210.50)              |
| Sub Total                                                                      |  | 11,111,570.70           | 10,551,606.81           |
| Total Arrears and Adjusted Levies                                              |  | 12,915,702.85           | 12,123,118.66           |
| Payments                                                                       |  | (6,630,462.27)          | (5,750,102.46)          |
| Pensioner Rebates - Government                                                 |  | (98,239.53)             | (96,533.20)             |
| Pensioner Rebates - Council                                                    |  | (80,381.15)             | (78,985.17)             |
| Special Rebates - Council                                                      |  | 0.00                    | (15,313.00)             |
| Sub Total                                                                      |  | (6,809,082.95)          | (5,940,933.83)          |
| <b>Total Remaining Levy</b>                                                    |  | <b>\$6,106,619.90</b>   | <b>\$6,182,184.83</b>   |
| Current                                                                        |  | 4,713,891.70            | 4,747,222.65            |
| Arrears                                                                        |  | 1,124,223.11            | 1,038,794.01            |
| Interest brought forward from previous year                                    |  | 145,091.91              | 240,583.18              |
| Current year interest                                                          |  | 37,107.70               | 35,073.99               |
| Legals                                                                         |  | 86,305.48               | 120,511.00              |
| <b>Total Remaining Levy</b>                                                    |  | <b>\$6,106,619.90</b>   | <b>\$6,182,184.83</b>   |
| <b>Variance</b>                                                                |  | <b>\$0.00</b>           | <b>\$0.00</b>           |
| <b>Total YTD Collected</b>                                                     |  |                         |                         |
| % of Levy, Arrears, Interest & Legal Fees                                      |  | 52.72%                  | 49.00%                  |
| % of Levy                                                                      |  | 59.67%                  | 54.50%                  |

## 9.2.2 CASH AND INVESTMENT AS AT 30 NOVEMBER 2023

**REPORTING SECTION:** Corporate Services  
**AUTHOR:** Peter Gumbleton – Acting Director Corporate Services  
**FILE NUMBER:** 23/11/0336

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### Cash and Investment Report as at 30 November 2023.

**Recommendation:**

That the Investment report be received and noted.

**Moved:**

**Seconded:**

**Summary:**

This report provides a summary and analysis of Council's cash and investments for the period ending 30<sup>th</sup> November 2023.

**Background:**

The investment portfolio consists of on-call bank accounts and fixed rate interest bearing term 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 Walgett Shire's results from the portfolio continue to better than average.

The investments are compliant with the Relevant Reference Documents and Policies listed in this report.

**Current Position:**

Council at month end held a total of \$43,685,637 in on-call bank accounts and interest-bearing term 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.

Council's detailed investment portfolio and compliance information is shown in 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.

Council's investment portfolio continues to perform well in comparison with other LGAs in NSW being one of the best performing councils in the state.

**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 October 2023)

**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:**

As at 30<sup>th</sup> November 2023 Walgett Shire Council's total cash and invested funds totalled \$43,685,637 increasing the portfolio by \$4,437,822 from the previous month of \$39,247,815

**Attachment:** Attachment 1 Walgett Shire Council's Portfolio reports from Arlo Advisory (previously known as 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.

Hafiz Malik

**Director Corporate and Community Services**

### **9.2.3 REPORT TO COUNCIL- COMMUNITY DEVELOPMENT & CAPACITY BUILDING: SEPTEMBER 2023 – NOVEMBER 2023**

**REPORTING SECTION:** Corporate Services  
**AUTHOR:** George McCormick – Manager Community Development  
**FILE NUMBER:** 23/11/0331

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#### **Community Development & Services Information Report September – November 2023**

##### **Recommendation:**

That the report for Community Development: September – November 2023 be received and noted.

**Moved:**

**Seconded:**

##### **Summary**

This is the final report for the 2023 year and Council services and support of our community members have achieved many positive outcomes for all involved. Our staff strive to make a positive difference in the lives of our community members, we continually seek and advocate for community buy in and implement diverse perspectives addressing important youth and community challenges with objectives aligning with our Community Strategic Plan 2017/2027. Underpinning this is Council's many plans and strategies focused on community groups, well-being, social inclusion and disadvantaged. Many new programs and initiatives are set to be delivered across communities in 2024 and our teams, across all areas of community, will again commit to best outcomes in delivery, supported by community. During the reporting period Council's community services and development teams managed projects related and targeted community engagement, community consultations, cultural development and recognition, group capacity building, Aboriginal affairs, Senior's events, facilitating and supporting collaborative events targeting youth & early childhood initiatives.

##### **Background**

This report summarises project progress, implementation and outcomes of our community and youth development teams, libraries and Aboriginal and Multi-Cultural Affairs, community capacity building supported by delivery to community during the reporting period, September – November 2023

##### **Current Position**

Council services incorporating, Youth Services, Libraries services, Aboriginal affairs, Seniors, multi-cultural affairs, disabilities and capacity building of all residents has aligned programs, initiatives and opportunities with community targeted plans and strategies all underpinned by Council's Community Strategic Plan 2017-2027.

Numerous end-of-year events are planned to be delivered throughout the communities with high participation and involvement of residents and visitors expected.

### **COMMUNITY ENGAGEMENT**

Engagement with community members, groups and agencies and sharing information continues to be an essential element in building a connected community. Allowing community to identify broader issues and then working together to identify the solutions. Communication is vital in our remote communities, and we utilize the options available to our staff in informing of what opportunity may be available to them to participate or engage in. Social connection and social capital building opportunities aids in developing harmonious communities Each youth centre now is supported by active Facebook information groups assisting in information received and accessible to parents/ caregivers of children who participate in Councils services to youth and young people.

#### **WAMS 40-year celebration & showcase**

Staff representing Council have been requested to participate in the planning committee formed by Walgett Aboriginal Medical Service executive. The committee is working towards delivering the 40th Anniversary of this organization servicing and supporting the community. Although this celebration is sometime away (delivery April-2025) it's vital that partnerships & planning for such a significant achievement is undertaken in ensuring the service delivery and positive contribution in improving health outcomes across community that WAMS has sustained over many decades is suitably recognised.

#### **Community Interagency groups**

Council staff continue to participate in the Interagency groups (Walgett and Lightning Ridge) and work with services for improved outcomes throughout our Local Government Area. Conversations have been undertaken with key stakeholders servicing the Collarenebri community in reference to re-establishing the Collarenebri Interagency Group following its decline post COVID. Council representatives will play a key role in this undertaking in 2024.

#### **Walgett - White Ribbon Day 2023**

Community development staff participated in the Walgett Domestic Violence Collective "Strides for Strength" event recently, supporting the delivery of a community inclusive event in Gray Park Walgett. The Strides for Strength against Domestic Violence walk through the main street of Walgett witnessed over 30 people participating in a bid to raise awareness against family and domestic violence across the community.

Council staff were invited guest speakers at the event and promoted the movement against violence, promoting community solutions for community problems. Local services supported the well-attended event which was also featured the Unseen Art Hub and performances from the Aboriginal Dance Group of St Joseph's school.

A variety of resources and support were distributed throughout the day working to reduce the occurrence of violence against families.

### **CELEBRATIONS, EVENTS & BUILDING COMMUNITY CAPACITY.**

A series of social interaction events have been planned to be delivered to communities in the Walgett LGA towards the end of the year and during the summer holiday period. Events align with overarching community development /engagement strategies and will provide places, faces and spaces for the community of all ages to come together and recreate during the



hottest periods of the year. Events and initiatives will offer a variety of skill enhancement opportunities, through Arts, Music, sports and physical interaction, education and awareness with Animal Education Workshops and the return of Councils award winning Beat the Heat Initiatives in partnership with WAMS and local services at pools with a specific health & wellbeing promotion. Supporting these will be Senior's gatherings at all Libraries and local community groups end of year events. A list highlights these events at report end.

## **YOUTH & YOUNG PEOPLE SERVICES**

### **Walgett Shire - School 2 Work Program:**

Councils' community staff continue to promote and engage young people attending school with options in relation to the School 2 Work Program. The program has engaged 12 young people this year however Councils teams are set to ramp up promotions in the year ahead with a regular presence across the schools throughout the Shire supported by information sheets and school presentations to targeted young people. Areas of work in which youth are engaged are libraries, youth centers, finance, outdoor staff visitor information centers and community development. Council representatives presented and raised the issue at a recent Interagency meeting and stated it's more about creating a work ethic via participation and an understanding and confidence in applying for a position.

### **Children's Week 2023**

Over 160 young people of all ages came together to celebrate the 2023 Walgett Shire National Childrens Week programs across the three larger communities of Walgett, Lightning Ridge and Collarenebri last week with young people engaged in a series of events delivered by our youth teams and supported by Mission Australia and the Rural Fire Service. Events were staged at youth centres in Lightning Ridge and Walgett and at the pool in Collarenebri. Activities included a series of dance offs, ball game competitions, and munchies including snow cones, hotdogs, fruit salads and education from the Lightning Ridge Rural Fire Service team with give aways and fire safety, it was a fun time for all while young people learnt some valuable fire safety tools and awareness.

## **YOUTH CENTRES**

Stable numbers of youth and young people participation at youth centres has been recorded during this period. Young people frequenting the centres are engaged in a variety of programs and options. Activities for this period include arts and crafts, sport, social interaction and programs aligning with best practice models of engagement and delivery.

## **HOLIDAY PROGRAMS – SUMMER SMASH SERIES 2024**

Council's successful funding submission to Regional NSW (Youth) for the delivery of the Summer Smash Series will feature stage 2 of the highly acclaimed "Art Attack in da Outback" workshops across three larger communities, facilitated by youth teams and local Aboriginal artist Frank Wright. "Get ya Cool On" will see a series of water activities on offer across all communities and a new program "Know ya own Backyard" has been developed with young people and involves young people being the tourist in their own town for a day. The initiative has been developed following feedback from young people that many things we as adults

have done and experienced within the community are things they have never seen or done. The flow on of this initiative is in building respect and social awareness on the spaces and places where they live, establishing community awareness, pride and engagement. The principles of this initiative align with the best practice methodology of Asset Based Community Development model (ABCD), look to the things, resources and strengths of what your community have, not the things you haven't. Value adding to the holiday program will see the result of "inter-departmental partnership with Ranger Services & Youth Development staff partnering in Animal Education and Responsibilities.

### **FUNDING GRANT SUBMISSIONS**

The council's community development team has successfully submitted the following funding applications.

Department Communities and Justice.

- Walgett Support Services (Youth Development Officer and Community Development Manager positions)

NSW Office of Regional Youth

- Delivery of Summer 2024 and Autumn Holiday 2024 programs: 4 weeks (Lightning Ridge, Walgett and Collarenebri)

NSW State Libraries

- Local Priority Grants and per capita funding

### **LIBRARIES- SERVICES, CONNECTION & PROMOTION**

#### **Walgett:**

##### **Patrons and usage**

Our Libraries in both Lightning Ridge and Walgett along with deposit stations in Burren Junction and Collarenebri continue to offer community members and visitors alike a space to connect, access services and recreate. have had a significant increase in memberships and are important central hubs for people in the local community to get together and interact. (current members 1322). Our Libraries continue to provide the space and support of the library staff for community programs, workshops, exhibitions and meetings reflecting and responding to the locals needs. Our libraries offer a range of materials that you can access free of charge including books, newspapers and magazines, DVD's, audio books and eBooks. We also offer free programs and resources ranging from early childhood, community interest, education, literacy, and recreational programs that cover a multitude of interests and topics suitable for all ages. Community members use our computers to access the internet and Microsoft Office, plus printing and scanning facilities. Free Wi-Fi remains available at both of our branches. We provide free 24/7 access to our eResources including eBooks, eMagazines via an internet connection. New members for the reporting period totalled (11) boosted by (21) members re-registering giving a total of 719 current members. During reporting period 940 items were borrowed from the library and 108 computer bookings were placed.

##### **Preschool literacy**

Bulk borrowing to all preschools takes place each term as this helps build children's early literacy skills that help them go on to read successfully later in childhood. Each term picture

books are delivered to the three preschools in Walgett that are relevant to their current learning topics.

### **Dolly Patrons Imagination Library**

United Way Australia is a non-profit organisation and licence holder of Dolly Parton's Imagination Library, working to ensure every Australian child has access to books in their homes and the chance to reach their full potential. Meetings will take place early in 2024 to discuss the continued funding and delivery of this initiative targeting early literacy and accessibility to reading books in every home

Each month a new book is posted to the child free of charge until the child starts school. To be eligible the child must have been born after 1 January 2022. To date Walgett Shire Council working with Early Childhood health services have 135 babies enrolled in this program across the shire.

### **Library Programs and social inclusiveness.**

Tuesday mornings Council host the knitting/coffee club, with 13 members engaged in the program. This quarter the group have donated knitted teddy bears to Ronald Mc Donald house in Orange, beanies, and blankets to Chris O'Brien Life house and blankets to Mission Australia.

Council library also is the space for the local painting group use the Library on Thursdays with painting and art activities. At the moment they are busy painting for an upcoming local exhibition early next year. Fridays we host a babies and toddlers rhyme time playgroup. Which has been very popular with the Mums and bubs enjoying books, music and craft with a cuppa. Technology awareness continues being promoted through our e-platforms to Library members helping them download eBooks, eMovies, eMagazines and eAudio on their own devices.

### **Deposit Stations**

Both deposit stations at Mason's Collarenebri and The Post Office Burren Junction continue to thrive and locals appreciate their collections of books, audio books and DVD's that are renewed every eight weeks. We have continued weeding books from the library and delivering them to Burren Junction Bore Baths and our libraries as free books and swapping stations for locals and visiting tourists.

### **Book Club**

Book club members continue to grow with 15 members that meet every second Wednesday of the month to discuss the book of the month and enjoy morning tea. Book clubs are a great way to expand your literacy horizons and make new friends with common interests in your community.

### **Homebound**

The library provides a free book on wheels delivery service to housebound members of the local community who are physically unable to visit the library. Walgett Library Services will be hosting end of year gatherings for groups on the below dates.

### **Lightning Ridge Library:**

#### **Patrons and usage**

Lightning Ridge services continue to be driven by community needs and feedback. Available are free programs and resources ranging from early childhood, community interest, education, literacy, and recreational programs that cover a multitude of interests and topics suitable for everyone within our local community. New members for the reporting period totalled (7) plus

(16) members re-registering giving a total of 603 members. During this reporting period 1024 items were borrowed from the library and 120 computer bookings were placed. Continuous liaison with the NSW State Library with (ILL) Inter Library Loans allows us to source a large range of Multicultural and HSC literature which is available for our members to loan.

### **Preschool literacy**

Books and Babies is an ongoing program targeting ages 0 – 5 years, held Tuesday mornings from 10am – 11am. Using stories, songs, rhymes, dancing and music which provides tools and resources to nurture your child's love of reading.

### **Staff movement**

Long term employee Bozana Ivancic has decided to move away from Lightning Ridge and relocate with family to Casino. Bo has been a stalwart of our Library operations starting in her position in 2009 and has witnessed some pretty significant changes in her 14 years with Council's team. Our council community development team members wish her all the very best. Local girl Grace McBride, a former Youth Council representative, School 2 Work participant and current Youth Worker has taken on a trial role over the last period, guided by Bozana and current library officer Joan Jones and by all reports she excels in this role.

### **New resources**

Recent additions at the Ridge Library space include outdoor furnishings and facility upgrades. These on-going improvements meet with community needs and creates an improved space for residents and visitors alike to recreate and maximize their time at our local Library. The grants provided by NSW State Library assist with these additions.

### **School Holiday & After School Programs**

Sustained engagement of youth and young people utilizing the services and resources. This program is offered Wednesday and Thursday afternoons and continues to be popular during this particular reporting period we have had over 100 youth and young people attending this program.

### **Book Club**

Currently have 15 members involved in the Book club who meet every Friday from 10am – 12pm discussing various books and subjects and enjoying morning tea together. Lightning Ridge Library Groups will be hosting end of year gatherings on: dates reported below.

## **UPCOMING PROGRAMS AND INITIATIVES**

### **End of Year events at all youth centres:**

|                              |          |
|------------------------------|----------|
| Collarenebri Youth Centre    | 13/12/23 |
| Walgett Youth Centre         | 14/12/23 |
| Lightning Ridge Youth Centre | 15/12/23 |

### **Walgett Shire Holiday Programs:**

All centres – School aged youth and young people 15<sup>th</sup> January – 25<sup>th</sup> January 2024 (2 weeks)

### **Walgett Shire Libraries - end of year events:**

Walgett Library

|            |          |
|------------|----------|
| Book Club: | 13/12/23 |
| Art Group: | 14/12/23 |

Knitters Groups: 19/12/23

Lightning Ridge Library:

Babies and Books Group: 12/12/23

End of year and farewell event: 15/12/23

Collarenebri Deposit Station-

Seniors Gathering Masons Store - 16<sup>TH</sup> December 12-2pm

**Beat the Heat Initiatives to be delivered across communities.**

Walgett: 9/1/24 – 17/1/24 - 29/1/24

Collarenebri: 10/1/24 - 18/1/24 - 31/1/24

Lightning Ridge: 11/1/24 – 19/1/24 – 31/1/24

**Australia Day Ceremony & Awards & Australia Day in the Outback community events:**

26<sup>th</sup> January 2024- Collarenebri Club

26<sup>th</sup> Pool events across communities

**Relevant Reference Documents/Policies:**

Walgett Shire Council Community Strategic Plan 2017 – 2027,

Walgett Shire Council Aboriginal Community Development / Reconciliation Plan 2020-2025,

Walgett Shire Council Disability and Inclusion Plan 2017-2021,

Walgett Shire Community Safety & Crime Prevention Plan 2016-2020,

Walgett Shire Youth Development Youth Strategy 2009 – 2014.

**Governance issues:**

The continued development of programs and activities are conducted with a whole of Shire focus to enhance access and equity for Shire residents. Larger scale programs and initiatives are developed to target all larger communities with a focus on inclusivity for all residents.

**Environmental issues:**

There are no identified environmental issues in relation to this report.

**Stakeholders:**

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

**Financial Implications:**

Activities conducted within applicable budgets.

**Alternative Solutions/Options:**

Not applicable

**Conclusion:**

Walgett Shires Community Development team have, throughout 2023 progressed projects and programs this period in accordance with The Walgett Shire Council Community Strategic Plan 2017 – 2027, Walgett Shire Council Aboriginal Community Development and Reconciliation Plan 2020 – 2025, Walgett Shire Council Disability and Inclusion Plan 2017-2021, Walgett Shire Community Safety & Crime Prevention Plan 2016-2020, Youth Development Youth Strategy 2009 – 2014.

## 9.2.4 THE BUREAU OF METEOROLOGY REQUEST TO INSTALL FLOOD WARNING EQUIPMENT IN COME BY CHANCE

**REPORTING SECTION:** Corporate Services and Properties  
**AUTHOR:** Julie Henny – Properties Officer  
**FILE NUMBER:** 23/11/0342

### The Bureau of Meteorology Request to Install Flood Warning Equipment in Come by Chance

#### Recommendation

That the Council agree to permit the Bureau of Meteorology to install flood warning Rain Network Type 2 equipment on Council property in Come by Chance located at Lot 1, DP 203150 in the park behind the bathrooms.

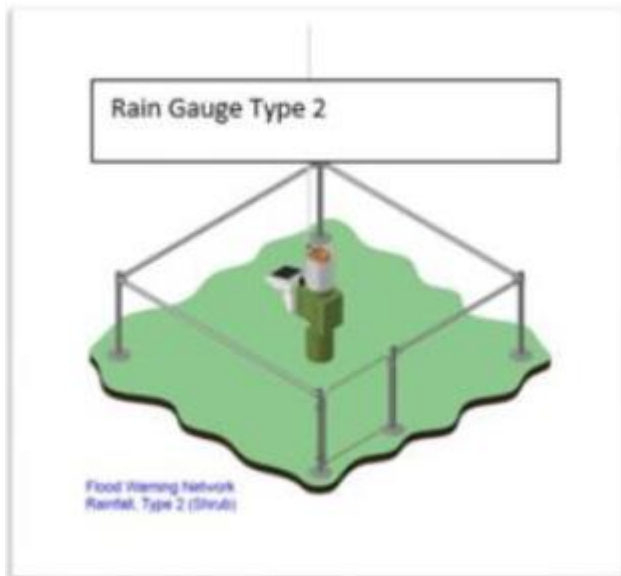
**Moved:**  
**Seconded:**

#### Summary:

This report sets out the Bureau of Meteorology's request to install flood warning equipment on Council property in Come by Chance.

#### Background:





The Bureau of Meteorology is undertaking a national project to upgrade flood warning equipment for the betterment of the community in the form of Rain Network Type 2 equipment in an approximate area of 3 meters x 3 meters for a total equipment area of 9m<sup>2</sup>, footings of approximately 750mm deep and fencing. They are requesting to install the rain gauge equipment on Council owned land in Come by Chance to make weather and riverine flood predictions possible under a Consent to Undertake Works and a licence agreement to acknowledge the presence onsite.

**Current Position:**



Council owns 1 property in Come by Chance located at Lot 1, DP 203150. That property contains a park with play equipment, a covered picnic table and bathrooms with perimeter fence. The Bureau of Meteorology is requesting to install the flood warning equipment to the rear of the bathrooms with a perimeter fence which would match the existing fence. Council has no plans for the area the Bureau of Meteorology is requesting to place the equipment.

**Relevant Reference Documents/Policies:**

- Australian Government Bureau of Meteorology Observations Ecosystem Roadmap.
- Bureau of Meteorology Rain Gauge Type 2 Diagram.

**Governance issues:**

Not applicable.

**Environmental issues:**

Nil

**Stakeholders:**

Walgett Shire Council  
Walgett Shire Residents  
The Bureau of Meteorology

**Financial Implications:**

The financial implications for Council are minimal. The Bureau of Meteorology will pay for the installation of the equipment and any maintenance associated with the equipment. As part of the Licencing Agreement, the Bureau of Meteorology will agree to a nominal fee of \$1.00 per year if Council requires.

**Alternative Solutions/Options:**

- Council permits the Bureau of Meteorology to install flood warning equipment on Council property in Come by Chance.
- Council denies the Bureau of Meteorology's request and advises to seek another location for the installation of flood warning equipment.

**Conclusion:**

The report recommends that Council agree to permit the Bureau of Meteorology to install flood warning equipment on Council property in Come by Chance.

**Attachments:**

- Australian Government Bureau of Meteorology Observations Ecosystem Roadmap.
- Bureau of Meteorology Rain Gauge Type 2 Diagram.

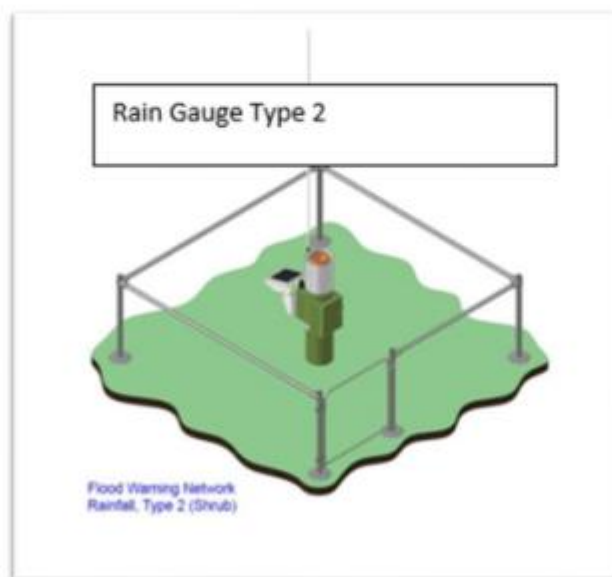




### Rain Gauge / Rainfall Type

Provides rainfall intensity data for use in flood forecasting.

|                             |                                                                                           |
|-----------------------------|-------------------------------------------------------------------------------------------|
| <b>Site type</b>            | <b>Rainfall Type 2</b>                                                                    |
| <b>Equipment area</b>       | Approximately 3 meters X 3 meters<br>Total Equipment area: 9m <sup>2</sup>                |
| <b>Fencing requirements</b> | Fencing requirements will be subject to the surrounds. i.e., livestock or built-up areas. |
| <b>Footings</b>             | Approximately 750mm deep                                                                  |



If you require any further technical information, please contact [robust.leasing@bom.gov.au](mailto:robust.leasing@bom.gov.au) we will arrange for a hydrologist to contact you.



Australian Government  
Bureau of Meteorology



# Observations Ecosystem Roadmap

Getting the right data to the right place at the right time to deliver trusted and resilient weather, water, climate, ocean and space weather services over the next decade and beyond.



## Criticality of observations

Observations like air temperature and rainfall are the foundation of all Bureau of Meteorology products and services, and underpin the critical decisions made by our customers every day. Our customers include Defence, aviation, agriculture, energy and resources, land and maritime transport, water, emergency services and the Australian community, all of whom rely on insights gained through access to observations. The value of these observations is realised through our customers' ability to confidently make decisions that protect lives and property and deliver social and economic benefits for Australia and beyond.



## The Bureau's observations ecosystem

The Bureau's observations ecosystem is an interconnected network of measurement systems such as automatic weather stations, weather radars, drifting ocean buoys and earth observing satellites. These systems are owned and operated by the Bureau and others – public, private and international partners – to monitor the weather and the water, land, ocean and space environments all day, every day. In turn, billions of data points are collected and delivered to power our computer models, which are then analysed by our experts to provide data, knowledge, insights and wisdom to meet the diverse and evolving needs of government, industry and the Australian community.

The term 'ecosystem' denotes the many diverse sources and processes involving data, in which the Bureau plays a leading role as the national, trusted agency among multiple interconnected networks. Wide ranging partnerships across sectors and environmental domains underpin the ecosystem, building on the strengths of individual organisations and reaping the benefits of cooperation.



## The drivers of change

Significant advances in science and technology such as supercomputing, artificial intelligence, the proliferation of data and the 'internet of Things' and environmental sensorisation provide opportunities to enhance the Bureau's capability to support the decisions that our customers make every day.

Australia's climate is changing, and weather extremes are occurring more frequently and with greater intensity. Urbanisation and population growth mean our customers and their assets are increasingly exposed to extreme weather events, bringing greater demand for the Bureau's services. At the same time, the continuation of reliable and trusted long-term records gains importance as our exposure to climate risks increases.

The community consumes information in rapidly evolving ways, demanding more personal, customised and localised information that can be more readily combined to support individualised decision-making.

Commercial, research and government sectors are transforming the global weather enterprise with innovative approaches which, coupled with the Bureau's powerful data capabilities, offer major opportunities for customers.



## Leading change: The Observations Ecosystem Roadmap

In response to these drivers, the Bureau's Roadmap sets a course that builds on more than a century of making observations while leveraging the expertise and capabilities of partners more than ever before. In doing so, it positions our customers to thrive in a rapidly evolving environment both now and over the next decade and beyond. This transformation will deliver step changes in capabilities that allow customers to respond earlier to severe weather events, have greater intelligence to better inform decision-making, and receive customised, localised and personalised weather information when, where and how they want it across the whole of Australia and beyond.

### The Roadmap will achieve this through enhancing:

- coverage across Australia, all day every day
- agility to respond to communities in need during extreme weather events
- resilience in services customers can rely on - through stronger, seamless partnerships
- trust in data and services when and where it matters most
- investment that focuses on high-value observations for all Australians
- capability that rapidly responds to evolving customer needs.



## The Roadmap at a glance



### Partnerships

- Fill gaps in coverage where communities live and work
- Yield resilient and sustainable observations
- Enhance trust in partner observations and their customers
- Maximise benefits from government investment in data.



### Australian Satellites

- Always on, including in times of crisis
- Made for Australian conditions
- Enhance access to international data from strengthened relationships and partnerships.



### Mobile Equipment

- There when and where it matters most
- Provides first responders with detailed information in life threatening weather events.



### Trusted Data

- Cultivates trust that gives customers confidence in decision-making
- Enables Australians to respond to climate risks
- Enhances community confidence in the Australian climate record.



### Internet of Things (IoT), Data Analytics and Artificial Intelligence

- Capitalise on the exponential growth in big data and environmental sensorisation
- Create insights and value for customers from the world of data
- Use novel data to enhance the customer experience.



### Enhanced Data Access

- Enables customers to generate their own insights
- Delivers easy and secure access to our data for customers and international partners
- Facilitates independent service providers to provide customised insights for their clients.









### New Technology

- Diversifies and strengthens impact and value for our customers by capitalising on emerging observing technologies such as drones, small satellites and new high-speed, low-cost communications
- Reduces our environmental footprint through developments in technology.



## Customer benefits over the coming decade

| Benefits: Enhancing                                                                 |                                                                                        | Short term (2022-2024)                                                                                                                                |
|-------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------|
|    | Coverage across Australia, all day every day                                           | More localised, customised rainfall and extreme weather forecasts.                                                                                    |
|    | Agility to respond to communities in need during extreme weather events                | Targeted response to hazards through rapid localised deployment of mobile observing equipment allowing communities and businesses to respond earlier. |
|    | Resilience in services customers can rely on - through stronger, seamless partnerships | Customer access to a wider range of trusted observations for greater intelligence in decision making.                                                 |
|    | Trust in data and services when and where it matters most                              | Strengthened community confidence in using Bureau data through enhanced quality practices.                                                            |
|  | Investment that focuses on high-value observations for all Australians                 | Higher return on investment for our customers by focussing on observations that matter the most.                                                      |
|  | Capability to rapidly respond to evolving customer needs                               | Highly tailored products and services driven by deeper engagement with our customers.                                                                 |

| Medium term (2025-2028)                                                                                                                                              | Long term (2029+)                                                                                                             |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------|
| More detailed coverage across Australia allowing customers to better know when and where to act.                                                                     | Comprehensive situational awareness here and now for emergency services and communities enabled by new satellites.            |
| Impact based forecasting allowing customers to better know how to respond.                                                                                           | Targeted emergency response to severe weather events through continuous sovereign satellite coverage across all of Australia. |
| Personalised weather forecasts delivered to customers using external observations, big data and IoT from world-leading partners.                                     | Flourishing weather 'market' providing tailored customer solutions driven by integrated ecosystem of diverse data sources.    |
| Greater protection of the community from climate risks informed by more accurate projections underpinned by increased access to a digital Australian climate record. |                                                                                                                               |
| Reduced environmental footprint driven by new technologies and practices.                                                                                            |                                                                                                                               |
| Customer needs met through timely, high-impact insights from enterprise data analytics capability and greater access to more and diverse data.                       |                                                                                                                               |

## Greater impact and value for our customers

Delivering the Roadmap will leverage advances in science and technology to deliver the capabilities, processes, infrastructure and data that drive even more impact and value for our customers.

### Customer benefit

More detailed coverage across Australia, all day, every day



#### Objective

To provide targeted, highly localised and customised services when and where they are most needed.

#### Benefits delivered:

- more specific, relevant, local, timely information across Australia
- access to critical observations such as rainfall and river height through targeted automation
- increased access to observations from diverse and relevant external sources
- resilient, secure and enduring data access from operational Australian satellites to support and enhance the Bureau's products and services
- strengthened and secure access to relevant high-impact global data from international partners.

#### Enhanced customer experience will include:

- greater community resilience in regional and remote Australia due to highly localised information nation-wide
- Improved flood preparedness and response through automated river height observations.
- rapid, targeted emergency response and disaster recovery efforts from real-time, local thunderstorm information
- Improved information for remote area activities, including energy and resources, to respond to extreme events
- Increased agriculture and government sector resilience through more tailored and timely climate information.



## Customer benefit

Greater agility to respond to communities during extreme weather



#### Objective

To effectively respond to extreme weather events at any location and at any time.

#### Benefits delivered:

- adaptive, targeted observing capability through relocatable and/or reconfigurable weather radar, automatic weather stations and upper air observing infrastructure
- relevant, local and real-time information on severe weather across all of Australia, enhancing forecasting capabilities for lightning, hail, wind, and rainfall
- continuous reliable situational awareness information delivered when and where it is most needed
- improved scientific understanding of severe weather behaviour translating into new and enhanced products and services.

#### Enhanced customer experience examples:

- earlier and more precise emergency management response to thunderstorms, hail, flash floods and damaging winds from targeted observing technology deployed in advance of events
- appropriate and relevant data, such as lightning, available to aviation and Defence customers for improved situational awareness
- access to high impact observing technology for industry groups across priority sectors and jurisdictions
- safe, efficient navigation of the maritime environment through improved understanding of marine passage conditions
- increased profitability of the agricultural sector through enhanced rainfall estimates.

Resilient services customers can rely on through stronger, seamless partnerships



#### Objective

To ensure the most relevant, timely and fit-for-purpose data is available to deliver greatest impact and value for our customers.

#### Benefits delivered:

- integrated Bureau and external data for use by all critical sectors, jurisdictions and Indo-Pacific partners
- seamless integration of diverse and new observation types into products and services delivered through modern channels such as application programming interfaces for customers
- new and emerging high value datasets accessible from novel sources.

#### Enhanced customer experience will include:

- enhanced Australian Defence Force systems to safeguard the nation, through more direct data flows of atmospheric, ocean and space weather data
- greater operational efficiency and safety for the agriculture, resources and water sectors through the sharing of common-interest data
- reduced damage to power and resources infrastructure and improved business continuity from earlier warnings, including space weather events
- partners in the Indo-Pacific area can better anticipate and respond to high impact weather, leading to increased security, stability and economic growth for the region
- rapid growth in innovative solutions for customers from third party service providers through expanded access to data from the Bureau and its partners.



## Customer benefit

Trusted data and services  
when and where it  
matters most



### Objective

To enhance trust and transparency in observations that give customers the confidence to make critical decisions.

### Benefits delivered:

- real-time quality information delivered as part of Bureau observations products
- greater access to Bureau expertise to uplift partner observing practices and data
- increased digitisation and more availability of the Australian climate record
- international leadership and support for Indo-Pacific region and contribution to global observing efforts.

### Enhanced customer experience will include:

- enhanced economic outcomes in the agricultural sector through better information to assess drought
- reduced human displacement, economic loss and government recovery cost in tropical cyclones from more accurate observations and forecast tracks
- improved climate risk mitigation and adaptation for Australia from access to more comprehensive climate data to support accurate climate projections
- enhanced health and safety of resource sector workforce through expert Bureau advice to improve local observations during severe weather events
- strengthened national interests in the Indo-Pacific region through the provision of fit for purpose weather intelligence.



## Customer benefit

Targeted and sustainable  
investment in high-value  
observations for all  
Australians



### Objective

To increase the value and return on investment through sharp alignment of observations with customer requirements.

### Benefits delivered:

- enhanced understanding of what observations are most important for our customers to optimally reshape and resize the Bureau network
- reduced environmental footprint of the observing networks
- significant reduction in carbon emissions through enhanced environmental stewardship.

### Enhanced customer experience will include:

- customised, personalised and localised products and services supported by observations in the right place at the right time
- transition to renewables energy networks supported by evidence-based investment in solar radiation, cloud and temperature measurements
- increased profitability of the agricultural and resource sectors through expanded radar coverage in high-value underserved locations
- towards zero environmental impact resulting from reduced waste in upper air observations program and greater efficiency of operations.

Capability to rapidly  
respond to evolving  
customer needs



### Objective

To meet evolving customer needs through seamless integration of diverse and new observation types into products and services.

### Benefits delivered:

- enterprise data analytics capability enabling expanded and rapid use of new information to meet customer needs
- more accurate, high-impact, customised forecasts and warnings driven by integration of all relevant data, including new measurements, hazard impact, exposure and socio-economic data.

### Enhanced customer experience will include:

- highly targeted evacuations by emergency management and local government through customised alerts for hazard impact
- safe, healthy, sustainable operations for major events including the Brisbane Olympics through urban and on-demand modelling underpinned by relevant observations
- safer and more efficient aerodrome operations through tailored positioning of advanced sensors
- improved understanding of Australia's water account through access to soil moisture data
- mitigation of societal risks associated with climate change and variability using hazard impact and socio-economic data.



## **9.3 DIRECTOR ENGINEERING/TECHNICAL SERVICES**

### **9.3.1 MONTHLY MAINTENANCE GRADING REPORT AS AT 30 SEPTEMBER 2023**

**REPORTING SECTION:** Engineering / Technical Services  
**AUTHOR:** Kazi Mahmud – Director of Engineering and Technical Services  
**FILE NUMBER:** 23/11/0339

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#### **Monthly Maintenance Grading Report – November 2023**

**Recommendation:**

That Council receive and note the monthly maintenance grading works report for November 2023

**Moved:**

**Seconded:**

**Summary:**

The purpose of this report is to update Council about the road maintenance programme on Shire Roads for the period ending 31<sup>st</sup> October 2023.

**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.

**Current Status:**

**Council have spent \$213,783 which is 16.5% of the Annual Budget**

**Relevant Reference Documents/Policies:**

Council's approved 2023/2024 Shire Roads Maintenance Grading Works schedule.

**Stakeholders:**

Walgett Shire Council

Walgett Residents

Tourists

**Financial Implications:**

As of 31<sup>st</sup> October, actual spend is **\$213,783**

**Alternative Solutions/Options:**

Nil

**Conclusion:**

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

Attachments:

*Maintenance grading locations report.*

### 231130 Monthly Maintenance Grading Costs November 2023

| Road Name                    | Total Length of Road | Budget Required for Entire Road | Road Category | Expenditure For July 2023 | Expenditure For August 2023 | Expenditure For Sept. 2023 | Expenditure For Oct. 2023 | Expenditure For Nov. 2023 | Expenditure For Dec. 2023 | Expenditure For Jan. 2024 | Expenditure For Feb. 2024 | Expenditure For March 2024 | Expenditure For April 2024 | Expenditure For May 2024 | Expenditure For June 2024 | 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             |                           |                             |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ -                |
| Lochlomond Road SR74         | 8.4                  | \$ 5,208.00                     | E             |                           |                             |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ -                |
| Maroubra Road SR76           | 8.3                  | \$ 5,146.00                     | E             |                           |                             | \$ 4,391.21                |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ 4,391.21         |
| Nedgara Road SR77            | 10.7                 | \$ 6,634.00                     | F             |                           |                             |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ -                |
| 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             |                           |                             |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ -                |
| Gungahman Road SR31          | 43.7                 | \$ 27,094.00                    | D             |                           | \$ 21,735.00                | \$ 12,179.42               |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ 33,914.42        |
| Gilwarry Road SR32           | 7.9                  | \$ 4,898.00                     | F             |                           | \$ 2,470.00                 |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ 2,470.00         |
| Teranyan Road SR33           | 13.7                 | \$ 8,494.00                     | D             |                           | \$ 6,365.00                 | \$ 6,194.26                |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ 12,559.26        |
| Bogewong Road SR114          | 48.7                 | \$ 30,194.00                    | D             |                           |                             |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ -                |
| Ginghet Road SR40            | 47.6                 | \$ 29,512.00                    | D             |                           |                             |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ -                |
| Bushs Road SR43              | 8.7                  | \$ 5,394.00                     | D             |                           |                             |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ -                |
| Miralwyn Road SR73           | 17.9                 | \$ 11,098.00                    | D             |                           |                             |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ -                |
| Brewon Road SR112            | 54.7                 | \$ 33,914.00                    | C             |                           |                             |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ -                |
| Billybingbone Road RR7516    | 18.67                | \$ 11,532.00                    | C             |                           |                             |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ -                |
| Merri Merri Road RR202       | 6.57                 | \$ 7,166.00                     | C             |                           |                             |                            | \$ 4,319.28               |                           |                           |                           |                           |                            |                            |                          |                           | \$ 4,319.28         |
| <b>Sub total Zone 1</b>      | <b>392.29</b>        | <b>\$ 250,640.00</b>            |               | <b>\$ -</b>               | <b>\$ 30,570.00</b>         | <b>\$ 22,764.89</b>        | <b>\$ 4,319.28</b>        | <b>\$ -</b>               | <b>\$ -</b>               | <b>\$ -</b>               | <b>\$ -</b>               | <b>\$ -</b>                | <b>\$ -</b>                | <b>\$ -</b>              | <b>\$ -</b>               | <b>\$ 57,654.17</b> |
| <b>Zone 2</b>                |                      |                                 |               |                           |                             |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           |                     |
| Boorooma Creek Road SR48     | 19.1                 | \$ 11,842.00                    | E             |                           |                             |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ -                |
| Wimbledon Road SR64          | 3.4                  | \$ 4,278.00                     | E             |                           |                             |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ -                |
| 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             |                           | \$ 12,410.00                |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ 12,410.00        |
| Lone Pine Road SR70          | 9.6                  | \$ 5,952.00                     | D             |                           |                             | \$ 2,574.00                |                           | \$ 1,012.00               |                           |                           |                           |                            |                            |                          |                           | \$ 3,586.00         |
| Kurrajong Road SR110         | 27.8                 | \$ 17,236.00                    | D             |                           |                             |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ -                |
| Wilby Wilby Road SR101       | 28.7                 | \$ 17,794.00                    | D             |                           | \$ 7,480.00                 |                            |                           | \$80.84                   |                           |                           |                           |                            |                            |                          |                           | \$ 7,560.84         |
| Grawin Opal Fields Road      | 0.9                  | \$ 557.00                       | C             |                           |                             |                            |                           | 6559.1                    |                           |                           |                           |                            |                            |                          |                           | \$ 6,559.10         |
| Woodlands Road SR 130        | 2.33                 | \$ 1,445.00                     | D             |                           |                             |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ -                |
| Cumbarrah Town Roads         |                      |                                 | E             |                           |                             |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ -                |
| <b>Sub total Zone 2</b>      | <b>181.95</b>        | <b>\$ 116,702.00</b>            |               | <b>\$ -</b>               | <b>\$ 19,890.00</b>         | <b>\$ 2,574.00</b>         | <b>\$ -</b>               | <b>\$ 7,651.94</b>        | <b>\$ -</b>               | <b>\$ -</b>               | <b>\$ -</b>               | <b>\$ -</b>                | <b>\$ -</b>                | <b>\$ -</b>              | <b>\$ -</b>               | <b>\$ 30,115.94</b> |

## Agenda for Ordinary Council Meeting – 12<sup>th</sup> December 2023

### 231130 Monthly Maintenance Grading Costs November 2023

[illegible]

### 231130 Monthly Maintenance Grading Costs November 2023

| Road Name                  | Total Length of Road | Budget Required for Entire Road | Road Category | Expenditure For July 2023 | Expenditure For August 2023 | Expenditure For Sept. 2023 | Expenditure For Oct. 2023 | Expenditure For Nov. 2023 | Expenditure For Dec. 2023 | Expenditure For Jan. 2024 | Expenditure For Feb. 2024 | Expenditure For March 2024 | Expenditure For April 2024 | Expenditure For May 2024 | Expenditure For June 2024 | 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             |                           |                             |                            |                           | \$ 16,150.00              |                           |                           |                           |                            |                            |                          |                           | \$ 16,150.00         |
| Hardys Lease Road SR26     | 16                   | \$ 9,920.00                     | E             |                           |                             |                            | \$ 7,505.00               |                           |                           |                           |                           |                            |                            |                          |                           | \$ 7,505.00          |
| Colrose Road SR27          | 20.6                 | \$ 12,772.00                    | E             |                           |                             |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ -                 |
| Wingadee Road SR28         | 11.8                 | \$ 7,316.00                     | E             |                           |                             | \$ 6,474.15                |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ 6,474.15          |
| Epping Road SR57           | 15.4                 | \$ 9,548.00                     | E             |                           |                             |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ -                 |
| Middle Route Road SR72     | 9.6                  | \$ 5,952.00                     | E             |                           |                             |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ -                 |
| Gidginbilla Road SR75      | 7.4                  | \$ 4,588.00                     | E             |                           |                             |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ -                 |
| Proctors Road SR82         | 4.4                  | \$ 4,278.00                     | F             |                           |                             |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ -                 |
| Drilidool Road SR83        | 5.1                  | \$ 4,278.00                     | F             |                           |                             | \$ 1,045.00                |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ 1,045.00          |
| Belaba Road SR89           | 11.2                 | \$ 6,944.00                     | F             |                           |                             |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ -                 |
| Hollywood Lane SR119       | 29.9                 | \$ 18,538.00                    | E             |                           |                             |                            | \$ 14,793.37              | \$ 13,490.99              |                           |                           |                           |                            |                            |                          |                           | \$ 28,284.36         |
| O'Niels Road SR131         | 31.1                 | \$ 19,282.00                    | D             |                           |                             |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ -                 |
| Tareela Road SR17          | 19.4                 | \$ 12,028.00                    | D             |                           |                             | \$ 2,280.00                |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ 2,280.00          |
| 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             |                           | \$ 17,480.00                | \$ 25,175.00               |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ 42,655.00         |
| Buglbone Road SR103        | 28.7                 | \$ 32,725.00                    | C             |                           |                             |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ -                 |
| Goangra Road SR116         | 16.4                 | \$ 10,168.00                    | D             |                           |                             |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ -                 |
| Yarraldool Road SR118      | 41.3                 | \$ 25,606.00                    | C             |                           |                             |                            |                           | \$ 3,503.50               |                           |                           |                           |                            |                            |                          |                           | \$ 3,503.50          |
| Haynes Hut SR68            | 4.5                  | \$ 2,790.00                     | E             |                           |                             |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ -                 |
| Come By Chance Road RR7716 | 60.9                 | \$ 65,450.00                    | C             |                           |                             |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ -                 |
| <b>Sub total Zone 5</b>    | <b>457.8</b>         | <b>\$ 329,125.00</b>            |               | <b>\$ -</b>               | <b>\$ 17,480.00</b>         | <b>\$ 34,974.15</b>        | <b>\$ 22,298.37</b>       | <b>\$ 33,144.49</b>       | <b>\$ -</b>               | <b>\$ -</b>               | <b>\$ -</b>               | <b>\$ -</b>                | <b>\$ -</b>                | <b>\$ -</b>              | <b>\$ -</b>               | <b>\$ 107,897.01</b> |
| <b>Total</b>               | <b>1,905.45</b>      | <b>1,295,183.00</b>             |               | <b>\$ 11,804.82</b>       | <b>\$ 90,621.99</b>         | <b>\$ 68,957.49</b>        | <b>\$ 41,007.49</b>       | <b>\$ 55,203.02</b>       | <b>\$ -</b>               | <b>\$ -</b>               | <b>\$ -</b>               | <b>\$ -</b>                | <b>\$ -</b>                | <b>\$ -</b>              | <b>\$ -</b>               | <b>\$ 267,594.81</b> |

Actual Budget

Month Total \$ 55,203.02





### 9.3.2 SERVICE PROGRESS REPORT AS AT 30 NOVEMBER 2023

**REPORTING SECTION:** Engineering / Technical Services

**AUTHOR:** Kazi Mahmud – Director of Engineering and Technical Services

**FILE NUMBER:** 23/11/0340

#### Monthly Progress Report November 2023

**Recommendation:**

That Council receive and note the Engineering Services monthly works progress report for November 2023

**Moved:**

**Seconded:**

**Summary:**

The purpose of this report is to update Council with regards to the Engineering Services progress works up to 29<sup>th</sup> November 2023.

**Background:**

The revised budget of the Engineering and Technical Services Department for Capital & Maintenance Works, Quarry Management, Fleet Management, Water & Sewerage works, Parks & Garden and Engineering Administration for 2023/2024 is \$53,421,303

The breakdown of the budget is as follows.

**Breakdown of budgets:**

| Items                                               | Revised Budget      | Expenditure up 29th November 2023 | %            |
|-----------------------------------------------------|---------------------|-----------------------------------|--------------|
| Engineering Technical Services including RMCC Works | \$47,575,592        | \$24,716,272                      | 52.0%        |
| Water - Maintenance                                 | \$3,362,550         | \$669,244                         | 19.9%        |
| Water - Capital                                     | \$1,000,000         | \$324,975                         | 32.5%        |
| Sewer - Maintenance                                 | \$1,083,161         | \$202,507                         | 18.7%        |
| Sewer - Capital                                     | \$400,000           | \$0                               | 0.0%         |
| <b>Total</b>                                        | <b>\$53,421,303</b> | <b>\$25,912,998</b>               | <b>48.5%</b> |

**Relevant Reference Documents/Policies:**

2023/24 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 29<sup>th</sup> November 2023, \$25,897,664 expended.

**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.

**Attachment:**

Nil



### 9.3.3 MONTHLY MAJOR PROJECTS REPORT AS AT 30 NOVEMBER 2023

**REPORTING SECTION:** Engineering / Technical Services  
**AUTHOR:** Kazi Mahmud – Director of Engineering and Technical Services  
**FILE NUMBER:** 23/11/0338

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#### Monthly Major Project Progress Report– November 2023

**Recommendation:**

That Council receive and note the Monthly Major Projects Report for November 2023.

**Moved:**

**Seconded:**

**Summary:**

The purpose of this report is to update Council about the Major Projects programme in the Shire for the period ending 29<sup>th</sup> November 2023.

**Background:**

The shire currently has several major projects in progress being:

**Goangra Bridge** – Bridge is complete. Seal will be installed in the next sealing program. No Change since last month

**Come by Chance Road Reconstruction and seal** – No work on Come by Chance project due to Contractors lack of Resources. Contractor told to complete Burranbaa Road and then switch back to Come by Chance. Scheduled completion August 2024

**Burranbaa Road Reconstruction and reseal** – Seal has been placed on approximately 30% of the project. Wet weather has hampered progress is shaping and conditioning Gravel prior to sealing of the road. Weather permitting there is about a month's work to complete. Scheduled completion Dec 23

**Lorne Road Reconstruction and reseal** – Lorne road is open to traffic. Line marking and some road furniture yet to be installed.

**Cryon Road** – Project is in Preliminary Phase - Preliminary Geometric Design is complete. Community Consultation took place and comments and suggestions were considered in the design. Geotechnical - Final pavement design using local materials has been received. Environmental Factors review in complete. A reassessment of the Budget to complete is being undertaken as well as preparation of tender documents for going to tender is about to commence. Scheduled Completion end of September 2024

**Relevant Reference Documents/Policies:**

**Stakeholders:**

Walgett Shire Council  
Walgett Residents  
Funding Bodies

**Alternative Solutions/Options:**

Nil

**Conclusion:**

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

**Attachments:** *Major Project Report*

**Come by Chance  
@ 29th November 2023**

| % of Project | Task                                 | Units | Contract Quantity | % Complete | Quantity Complete | Off site activity | 0     | CH 2000 | CH 4000 | CH 6000 | CH 8000 | CH 10000 | CH 12000 | CH 14000 | CH 16000 | CH 18000 | CH 20000 | CH 22000 | CH 24000 | CH 26000 | CH 28000 | CH 30000 | CH 32000 | CH 34000 | CH 36000 | CH 38000 | CH 40000 | CH 42000 | CH 44000 | CH 46000 | CH 48000 | CH 50000 | CH 52000 | CH 54000 | CH 56000 | CH 58000 | CH 60000 | CH 62000 |  |
|--------------|--------------------------------------|-------|-------------------|------------|-------------------|-------------------|-------|---------|---------|---------|---------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|--|
| 2.5%         | Road Furniture - Sign Posts          | item  | 10,000            | 0.0%       | -                 |                   |       |         |         |         |         |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |  |
| 2.5%         | Road Furniture - Guide Posts         | item  | 408               | 0.0%       | -                 |                   |       |         |         |         |         |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |  |
| 20.0%        | Sealing                              | M²    | 10,000            | 0.0%       | -                 |                   |       |         |         |         |         |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |  |
| 20.0%        | Placement of Gravel                  | tonne | 220,000           | 0.0%       | -                 |                   |       |         |         |         |         |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |  |
| 20.0%        | Stabilisation                        | M²    | 10,000            | 0.0%       | -                 |                   |       |         |         |         |         |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |  |
| 10.0%        | Placement of Bulk fill Cut           | M³    | 27,847            | 35.8%      | 10,800            |                   | 0     | 900     | 900     | 900     | 900     | 900      | 900      | 900      | 900      | 900      | 900      | 900      | 900      |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |  |
| 10.0%        | Placement of Bulk fill Fill          | M³    | 33,682            | 35.6%      | 12,000            |                   | 0     | 1000    | 1000    | 1000    | 1000    | 1000     | 1000     | 1000     | 1000     | 1000     | 1000     | 1000     | 1000     |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |  |
| 5.0%         | Proof roll and removal of Unsuitable | M²    | 787,500           | 36.7%      | 304,800           |                   | 0     | 25400   | 25400   | 25400   | 25400   | 25400    | 25400    | 25400    | 25400    | 25400    | 25400    | 25400    | 25400    |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |  |
| 4.0%         | Installation of Culverts and pipes   | EA    | 35                | 0.0%       | -                 |                   |       |         |         |         |         |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |  |
| 4.0%         | Clearing of Vegetation               | M²    | 1,089,820         | 30.0%      | 326,946           |                   | 16217 | 16217   | 16217   | 16217   | 16217   | 16217    | 16217    | 16217    | 16217    | 16217    | 16217    | 16217    | 16217    |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |  |
| 1.0%         | Transport Gravel to Stockpiles       | tonne | 220,000           | 11.4%      | 25,000            |                   |       | 5000    | 5000    | 5000    | 5000    | 5000     |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |  |
| 1.0%         | Winning of Gravel                    | tonne | 220,000           | 18.2%      | 40,000            | 40000             |       |         |         |         |         |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |  |

100.0%

Project status 10.87%

No work on Come by Chance road this due to Contractor being short on Resources. Contractor told to complete Burrnbaa Road and then switch back to Come by Chance Road. Scheduled completion Aug 24

**Burrnbaa Road  
@ 29th November 2023**

| % of Project | Task                                 | Units          | Contract Quantity | % Complete | Quantity Complete | 800    | 900    | 940    | 980    | 1020   | 1060   | 1100   | 1140   | 1180   | 1220   | 1260   | 1300   | 1340   | 1380   | 1420   | 1460   | 1500   | 1540   | 1580   | 1620   | 1660   | 1700   | 1740   | 1780   | 1820   |
|--------------|--------------------------------------|----------------|-------------------|------------|-------------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| 2.5%         | Road Furniture - Sign Posts          | Item           | 10,000            | 0.0%       | 0                 |        |        |        |        |        |        |        |        |        |        |        |        |        |        |        |        |        |        |        |        |        |        |        |        |        |
| 2.5%         | Road Furniture - Guide Posts         | Item           | 408               | 0.0%       | 0                 |        |        |        |        |        |        |        |        |        |        |        |        |        |        |        |        |        |        |        |        |        |        |        |        |        |
| 20.0%        | Sealing                              | M <sup>2</sup> | 76,800            | 37.5%      | 28800             | 3200   | 3200   | 3200   | 3200   | 3200   | 3200   | 3200   | 3200   | 3200   | 3200   | 3200   | 3200   | 3200   | 3200   | 3200   | 3200   | 3200   | 3200   | 3200   | 3200   | 3200   | 3200   | 3200   | 3200   | 3200   |
| 20.0%        | Placement of Gravel                  | m <sup>3</sup> | 20,108            | 78.0%      | 15682             | 804.32 | 804.32 | 804.32 | 804.32 | 804.32 | 804.32 | 804.32 | 804.32 | 804.32 | 804.32 | 804.32 | 804.32 | 804.32 | 804.32 | 804.32 | 804.32 | 804.32 | 804.32 | 804.32 | 804.32 | 804.32 | 804.32 | 804.32 | 804.32 | 804.32 |
| 20.0%        | Stabilisation                        | M <sup>3</sup> | 21,610            | 100.0%     | 21610             | 864.4  | 864.4  | 864.4  | 864.4  | 864.4  | 864.4  | 864.4  | 864.4  | 864.4  | 864.4  | 864.4  | 864.4  | 864.4  | 864.4  | 864.4  | 864.4  | 864.4  | 864.4  | 864.4  | 864.4  | 864.4  | 864.4  | 864.4  | 864.4  | 864.4  |
| 10.0%        | Placement of Bulk fill Cut           | M <sup>3</sup> | 27,847            | 100.0%     | 26680             | 1160   | 1160   | 1160   | 1160   | 1160   | 1160   | 1160   | 1160   | 1160   | 1160   | 1160   | 1160   | 1160   | 1160   | 1160   | 1160   | 1160   | 1160   | 1160   | 1160   | 1160   | 1160   | 1160   | 1160   | 1160   |
| 5.0%         | Proof roll and removal of Unsuitable | M <sup>2</sup> | 377,200           | 100.0%     | 377190            | 7921   | 15842  | 15842  | 15842  | 15842  | 15842  | 15842  | 15842  | 15842  | 15842  | 15842  | 15842  | 15842  | 15842  | 15842  | 15842  | 15842  | 15842  | 15842  | 15842  | 15842  | 15842  | 15842  | 15842  | 15842  |
| 5.0%         | Installation of Culverts and pipes   | EA             | 35                | 100.0%     | 33                |        |        |        |        |        |        |        |        |        |        |        |        |        |        |        |        |        |        |        |        |        |        |        |        |        |
| 5.0%         | Clearing of Vegetation               | M <sup>2</sup> | 377,200           | 105.4%     | 397500            | 15900  | 15900  | 15900  | 15900  | 15900  | 15900  | 15900  | 15900  | 15900  | 15900  | 15900  | 15900  | 15900  | 15900  | 15900  | 15900  | 15900  | 15900  | 15900  | 15900  | 15900  | 15900  | 15900  | 15900  | 15900  |
| 90.0%        |                                      |                |                   |            |                   |        |        |        |        |        |        |        |        |        |        |        |        |        |        |        |        |        |        |        |        |        |        |        |        |        |

Project status 68.37%

PROGRESS

Seal has been placed on approximately 30% of the project. Wet weather has hampered progress in shaping and conditioning Gravel prior to sealing of the road. Weather permitting there is about a months work to complete. Scheduled completion Dec 23

**Lorne Road  
@ 29th November 2023**

| % of Project | Task                                 | Units          | Contracty Quantity | % Complete | Quantity Complete | CH 0 | CH 500 | CH 1000 | CH 1500 | CH 2000 | CH 2500 | CH 3000 | CH 3500 | CH 4000 | CH 4500 | CH 5000 | CH 5500 | CH 6000 | CH 6500 |  |  |
|--------------|--------------------------------------|----------------|--------------------|------------|-------------------|------|--------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|--|--|
| 0.3%         | Road Furniture - Sign Posts          | item           | 10                 | 80.0%      | 8                 | 4    |        |         |         |         |         |         |         |         |         |         |         |         | 4       |  |  |
| 0.3%         | Road Furniture - Guide Posts         | item           | 80                 | 49.0%      | 39                | 2.8  | 2.8    | 2.8     | 2.8     | 2.8     | 2.8     | 2.8     | 2.8     | 2.8     | 2.8     | 2.8     | 2.8     | 2.8     | 2.8     |  |  |
| 0.3%         | Road Furniture - Line Marking        | m              | 5,100              | 0.0%       | -                 |      |        |         |         |         |         |         |         |         |         |         |         |         |         |  |  |
| 19.0%        | Sealing                              | M <sup>2</sup> | 40,748             | 100.0%     | 40,742            | 1567 | 3134   | 3134    | 3134    | 3134    | 3134    | 3134    | 3134    | 3134    | 3134    | 3134    | 3134    | 3134    | 1567    |  |  |
| 31.0%        | Placement of Gravel                  | M <sup>3</sup> | 11,676             | 100.0%     | 11,676            | 834  | 834    | 834     | 834     | 834     | 834     | 834     | 834     | 834     | 834     | 834     | 834     | 834     | 834     |  |  |
| 21.0%        | Stabilisation                        | M <sup>2</sup> | 51,975             | 100.0%     | 51,975            | 3713 | 3713   | 3713    | 3713    | 3713    | 3713    | 3713    | 3713    | 3713    | 3713    | 3713    | 3713    | 3713    | 3713    |  |  |
| 4.0%         | Placement of Bulk fill Cut           | M <sup>3</sup> | 4,164              | 107.6%     | 4,480             | 320  | 320    | 320     | 320     | 320     | 320     | 320     | 320     | 320     | 320     | 320     | 320     | 320     | 320     |  |  |
| 1.0%         | Proof roll and removal of Unsuitable | M <sup>2</sup> | 56,100             | 100.0%     | 56,100            | 4000 | 4100   | 4000    | 4000    | 4000    | 4000    | 4000    | 4000    | 4000    | 4000    | 4000    | 4000    | 4000    | 4000    |  |  |
| 5.0%         | Clearing of Vegetation               | M <sup>2</sup> | 204,000            | 100.0%     | 204,000           |      | 16000  | 16000   | 16000   | 16000   | 16000   | 16000   | 16000   | 16000   | 16000   | 16000   | 16000   | 16000   | 12000   |  |  |
| 3.5%         | Preliminary - Site oncosts           | item           | 1                  | 100.0%     | 1                 | 0.5  |        |         |         |         |         |         |         |         |         |         |         |         | 0.5     |  |  |
| 3.5%         | Preliminary - Traffic control        | item           | 1                  | 100.0%     | 1                 | 0.5  |        |         |         |         |         |         |         |         |         |         |         |         | 0.5     |  |  |
| 7.0%         | Preliminary - Site establishment     | item           | 1                  | 100.0%     | 1                 | 0.5  |        |         |         |         |         |         |         |         |         |         |         |         | 0.5     |  |  |
| 3.5%         | Project Management                   | item           | 1                  | 100.0%     | 1                 | 0.07 | 0.09   | 0.07    | 0.07    | 0.07    | 0.07    | 0.07    | 0.07    | 0.07    | 0.07    | 0.07    | 0.07    | 0.07    | 0.07    |  |  |
| 99.4%        |                                      |                |                    |            |                   |      |        |         |         |         |         |         |         |         |         |         |         |         |         |  |  |

Project status 99.19%

Lorne road is open to traffic. Line marking and some road furniture yet to be installed

Agenda for Ordinary Council Meeting – 12<sup>th</sup> December 2023

**Goangra Bridge**  
**@ 29th November 2023**

[illegible]

100.0%

Project Status 96.18%

Bridge complete. Sealing to be placed during the next round of sealing works

## Cryon Road @ 31st October 23

| % of Project | Task                            | Units | Contracty Quantity | % Complete | Quantity Complete | 01-Feb-23 | 01-Mar-23 | 01-Apr-23 | 01-May-23 | 01-Jun-23 | 01-Jul-23 | 01-Aug-23 | 01-Sep-23 | 01-Oct-23 | 01-Nov-23 | 01-Dec-23 | 01-Jan-24 | 01-Feb-24 | 01-Mar-24 | 01-Apr-24 | 01-May-24 | 01-Jun-24 | 01-Jul-24 | 01-Aug-24 |
|--------------|---------------------------------|-------|--------------------|------------|-------------------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|
|              | Preliminary                     |       |                    |            |                   |           |           |           |           |           |           |           |           |           |           |           |           |           |           |           |           |           |           |           |
| 1            | Geometric Design                | ITEM  | 1                  | 100%       | 1.000             |           |           |           |           | 1         |           |           |           | 0         | 0         |           |           |           |           |           |           |           |           |           |
| 1            | Geotechnical                    | ITEM  | 1                  | 100%       | 1.000             |           |           |           |           | 1         |           |           |           | 0         | 0         |           |           |           |           |           |           |           |           |           |
| 1            | Environmental Factors Review    | ITEM  | 1                  | 100%       | 1.000             |           |           |           |           | 1         |           |           |           |           |           |           |           |           |           |           |           |           |           |           |
| 1            | Procurement                     | ITEM  | 1                  | 0%         | 0.000             |           |           |           |           |           |           |           |           |           |           |           |           |           |           |           |           |           |           |           |
|              | Construction                    |       |                    |            |                   |           |           |           |           |           |           |           |           |           |           |           |           |           |           |           |           |           |           |           |
| 0%           | Site Preperation                | ITEM  | 1                  | 0%         | 0                 |           |           |           |           |           |           |           |           |           |           |           |           |           |           |           |           |           |           |           |
| 0%           | Removable of unsuitables        | M3    | 1                  | 0%         | 0                 |           |           |           |           |           |           |           |           |           |           |           |           |           |           |           |           |           |           |           |
| 0%           | Bulk Earthworks (Cut to Fill)   | M3    | 1                  | 0%         | 0                 |           |           |           |           |           |           |           |           |           |           |           |           |           |           |           |           |           |           |           |
| 0%           | Stabilisation                   | M2    | 1                  | 0%         | 0                 |           |           |           |           |           |           |           |           |           |           |           |           |           |           |           |           |           |           |           |
| 0%           | Mass Haul Gravel                | M3    | 1                  | 0%         | 0                 |           |           |           |           |           |           |           |           |           |           |           |           |           |           |           |           |           |           |           |
| 0%           | 10mm-14mm Spray Seal            | M2    | 1                  | 0%         | 0                 |           |           |           |           |           |           |           |           |           |           |           |           |           |           |           |           |           |           |           |
| 0%           | Road Furtniture - Traffic Signs | ITEM  | 1                  | 0%         | 0                 |           |           |           |           |           |           |           |           |           |           |           |           |           |           |           |           |           |           |           |
| 0%           | Road Furtniture - Guide Posts   | ITEM  | 1                  | 0%         | 0                 |           |           |           |           |           |           |           |           |           |           |           |           |           |           |           |           |           |           |           |

### PROJECT STATUS

Project is in Preliminary Phase - Preliminary Geometric Design is complete. Community Consultation took place and comments and suggestiones will be considered in the design. Geotechnical - Field investigation of the road alignment is complete, report recieved and a design using ideal materials has been tabled. Samples of local material have been taken and tested. Final pavement design using local materials has been recieved. Environmental Factors review in complete. A reassessment of the Budget to complete is being undertaken as well as preparation of tender documents for going to tender is about to commence. Scheduled Completion end of September 2024

## 9.4 DIRECTOR ENVIRONMENTAL SERVICES

### 9.4.1 DEVELOPMENT APPROVALS NOVEMBER 2023

**REPORTING SECTION:** Planning  
**AUTHOR:** Kimley Talbert - Director Environmental Services  
**FILE NUMBER:** 23/11/0333

#### Development Approvals November 2023

**Recommendation:**

That Council receive and note the Development Approvals Report for November 2023.

**Moved:**

**Seconded:**

**Summary:**

This report is to advise the November 2023 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 have been lodged and are currently waiting a determination. **Please note, this is only current as at 1 November –1 December**

| Appl. No  | Address                     | Title               | Development                                                                       | Status     |
|-----------|-----------------------------|---------------------|-----------------------------------------------------------------------------------|------------|
| DA2023/31 | 24 Euroka Street<br>Walgett | Lot 22 DP<br>253488 | Rural Fire Shed 4x<br>bay, 1 x Multi<br>function area, 3x<br>toilet, 1x storeroom | Assessment |



|            |                                                                      |                                                             |                                                                                                                                    |                                                                                                                  |
|------------|----------------------------------------------------------------------|-------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------|
| DA2023/43  | Lot 574 DP<br>1206881<br><br>Woolaroo Road<br>Lightning Ridge        | Lot 574 DP<br>1206881                                       | Construction of<br>Dwelling using<br>geodesic 3 x<br>Domes with raised<br>deck with shade<br>sails on existing<br>opal mining site | Assessment                                                                                                       |
| S68/2023/2 | 5 Morilla Street<br>LIGHTNING<br>RIDGE                               | Lots 1 section<br>9, lot 1 DP<br>623130 & Lot<br>2 DP 40628 | Caravan Park<br>License                                                                                                            | Assessment<br>awaiting<br>application<br>covering<br><br>Fire safety<br>Statement<br>covering Fire<br>Hose reels |
| DA2023/44  | 19 Wee Waa<br>corner Namoi<br>Street Walgett                         | Lot 2 DP<br>35671                                           | New single storey<br>Hebel rendered<br>wall panels metal<br>colorbond roof,<br>garage under main<br>roof- dual<br>Occupancy        | Assessment                                                                                                       |
| DA2023/48  | 39 Gem Street<br>Lightning Ridge                                     | Lot 2 DP<br>1271292                                         | Allotment<br>Consolidation and<br>Re-zoning                                                                                        | Awaiting<br>additional<br>information                                                                            |
| SC/2023/7  | 3696 Cryon Road<br>Cryon                                             | Lot 9 DP<br>752238                                          | Rural Subdivision                                                                                                                  | Approved                                                                                                         |
| AA2023/28  | 19 Wee Waa<br>Street Walgett                                         | Lot 2 DP<br>35671                                           | Activity Approval<br>Plumbing &<br>Drainage                                                                                        | Assessment                                                                                                       |
| DA2023/50  | Chambers of<br>Black Hand Mine<br>Three Mile Road<br>Lightning Ridge | Lot 510<br>DP1201786<br>WLL 15150                           | Two new Metal<br>colorbond Sheds                                                                                                   | Assessment                                                                                                       |
| CC2023/17  | Chambers of<br>Black Hand Mine<br>Three Mile Road<br>Lightning Ridge | Lot 510 DP<br>1201786 WLL<br>15150                          | Two new Metal<br>colorbond Sheds                                                                                                   | Assessment                                                                                                       |
| AA2023/26  | 21 Opal Street<br>Lightning Ridge                                    | Lot 3 DP<br>243526                                          | Footpath out-door<br>Barberque                                                                                                     | Approved                                                                                                         |

|           |                                   |                  |                                                    |          |
|-----------|-----------------------------------|------------------|----------------------------------------------------|----------|
| AA2023/27 | 23 Pandora Street Lightning Ridge | Lot 1 DP 1257775 | Hydrant Water Main Relocation on hospital property | Approved |
|-----------|-----------------------------------|------------------|----------------------------------------------------|----------|

**Governance issues:**

Nil

**Environmental issues:**

Nil.

**Stakeholders:**

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

**Financial implications:**

Nil

**Alternative solutions:**

Nil

## **9.4.2 MATTERS GENERALLY FOR BRIEF MENTION OR INFORMATION FROM DIRECTOR ENVIRONMENTAL SERVICES**

**REPORTING SECTION:** Environmental Services  
**AUTHOR:** Kimley Talbert - Director Environmental Services  
**FILE NUMBER:** 23/11/0334

---

### **Matters Generally for Brief Mention or Information Only – Director Environmental Services**

#### **Recommendation:**

That Council receive and note this report.

#### **Moved:**

#### **Seconded:**

This report provides notes on items for brief mention, or information only, on more significant matters recently arising in the Planning & Regulatory Services Division.

For Councillor Information purposes, the following applications were received during November 2023

#### **Outstanding Notice Certificate**

2 approved

#### **Food Shop Inspections**

1

#### **Activity Approvals**

Three Activity Approval application received for new project.

#### **Final Occupation Certificate**

1

#### **Sub-Division Certificate**

2

#### **Fire Safety Schedule**

4

#### **Current Building Project Under Construction**

Shop/Office and five cabins at 20 Morilla Street Lightning Ridge

Private garage @ 38 Warrena Street Walgett

Storage Units @ 40 Nobby Road Lightning Ridge

99 Wee Waa Street Walgett Multi Unit housing project

88 Pandora Street Lightning Ridge Dual Occupancy – Manufactured Home

2441 Pian Creek Road Walgett - Rural workers dwelling – Manufactured Home

6560 Castlereagh Highway Walgett – Large Rural metal shed

62 Walgett Street Collarenebri Hospital Staff Multi unit Housing accommodation

141- 159 Fox Street Walgett Hospital Staff Multi Unit Housing Accommodation

1360 Wilby Wilby Road Cumborah Rural Property Garage and dwelling

23 Chrystal Street Lightning Ridge Golf Club Storm Damaged New Roof construction

398 Bowra Lane Carinda Inground Fibreglass Swimming Pool  
110 Fox Street Walgett new aboveground Diesel Fuel Tank installation  
41 Namoi Street Walgett new Dwelling

#### **Other Activity**

EPA License issue concerning contaminated concrete, response was received and a further submission has been dispatched, now awaiting the response. Current enquiry concerning costing of recycling of clean waste concrete. Have now seconded an Environmentalist to provide a Hygienist Site Specific Plan of Management- covering the contaminated concrete stockpiles, to be presented to the Environment Protection Authority so that they can accept the concrete waste disposal plan and council can then proceed with the work.

Environmentalist has been to inspect site, now awaiting the Plan of Management to be dispatched to the EPA.

#### **House Fires**

The house fire damaged buildings in Walgett and Collarenebri have been demolished and removed.

#### **Tip Fire**

Collarenebri Waste Depot, deliberately lit, now extinguished and reported back to EPA.

#### **Proposed Development**

Enquiries concerning Solar Farm - Lorne Road Lightning Ridge and Castlereagh Highway Walgett

#### **Lightning Ridge Fuel Service Station underground Petroleum Tanks Fuel Leak**

Barrickneal Service Station, Morilla Street Lightning Ridge has reported both old petroleum tanks both tanks being decommissioned, with a proposal of new future underground tanks installation, subject to development consent.

#### **Lightning Ridge Primitive Camping Enquiry at Lightning Ridge Opal reserve area**

#### **Electrical Supply Act 1995 Section 45 Notification covering electrical power supply maintenance, Belarra Road Rowena**

#### **Dumped Tyres Crown Lands Woolomoloo Road Lightning Ridge**

Contacted person/officer Crownland and will investigate the significant number of tyres at the old mining site and respond back to me.

#### **Abandoned Vehicles**

Currently council has four known abandoned motor vehicles within the shire area.

#### **Old Dwelling Demolition Enquiry – 63 Namoi Street Walgett**

#### **Food Authority Training – Dubbo 23/11/2023**

Covering legislation changes to Food Act 2002 Food Amendment (National Standard) Regulation 2023- mainly concerning the training standards required for persons working in the higher risk food handling categories.

#### **Net Waste Meeting – Coonamble 24/11/2023**

Covering EPA Survey: future changes in the following areas:

Possible: Waste Levy on all waste depot sites and compulsory Organic Food recycling

**Local Heritage**

The Local Heritage Grants letters of offer were issued with local heritage people to facilitate the local heritage grant program. Local Heritage Grants have been accepted by the local heritage persons.

**Planning Certificates:**

November 2023- Twenty Six (26) 10.7 Planning Certificates has been issued.

**OTHER ENVIRONMENTAL SERVICES ACTIVITIES**

**MOSQUITO TRAPS PROGRESS**

Council has received from NSW Western Health a grant \$32,200 covering mosquito control, advertising along with offering mosquito prevention products to local communities, staff are now progressing the expenditure of the funds, with the purchase of signs and personal insect protection.

Environment Protection Authority \$20,000 Grant received covering dumped waste material, as part of Rid online waste management program.

**November 2023 Animal Impounding Records**

Month of November- 26 dogs, 4 seized and 22 dogs surrendered, the break-up of animals is 15 dogs rehomed, 1 dog unsuitable to be re-homed euthanised, 1 one dog died from Parvo Virus infection and one dog returned to owner.

**Grawin Waste Bin Location**

Crown License was issued covering the two waste cells and not including the Bin bank. The Bin bank proposed location is to be within the Crown Road “track”, covering tracks in use area where the new wheelie bins waste collection point and installation is to be located.

Council has now submitted an application to Crown Lands covering the installation of the Bin Bank, now awaiting the issue of the license before we can move towards the purchase of bins and installation of the stands.

### 9.4.3 DRAFT CEMETERY POLICY

**REPORTING SECTION:** Environmental Services  
**AUTHOR:** Kimley Talbert - Director Environmental Services  
**FILE NUMBER:** 23/11/0317

#### **Draft Cemetery Policy**

##### **Recommendation:**

That Walgett Shire Council resolve to have the modification of the newly proposed Non-Denomination Beam Section and Council's amended Draft Cemetery Policy placed on exhibition for a period of 28 days to the General public.

##### **Moved:**

##### **Seconded:**

##### **Summary:**

Previous Council meeting held on 26 October 2023 where Hugh Percy Acting General Manager Report No. 13.1.4 Headstone in Presbyterian Lawn Section at Walgett Cemetery offer a recommendation covering the burial at (Plot E28 of the Presbyterian Lawn Section) be retained in it's current position and also be invited to install at the grave plaque or a headstone (to an overall height 600mm) at (Plot E27) adjacent.

It was recommended at the previous council meeting that to review the cemetery layout of the beam and the lawn section at the Walgett Cemetery and offer possible changes to the Policy.

##### **Background:**

Following council's previous Ordinary Council Meeting, to resolve the issue council staff have come up with the following solution. See new plan layout of Non-Denomination Beam Section.

##### **Current position:**

Council's Cemetery Policy derived in 14/02/2021 has had to be reviewed, the current position is due to the deviation from variations of plaque heights and sizes to ensure uniformity covering the current situation, that the following changes be introduced. See attachment covering the proposed changes:

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

Local Environment Plan, 2013  
Local Government Act, 1993.  
Public Health Act, 2010  
Public Health Regulation, 2022  
Cemeteries and Crematoria Act, 2013  
Crown Land Management Act, 2016  
Fair Trading Act, 1987

##### **Governance issues:**

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

- \* to exercise community leadership
- \* to properly manage, develop, protect, restore, enhance and conserve the environment of the area for which it is responsible, in a manner that is consistent with and promotes the principles of ecologically sustainable development

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

**Environmental issues:**

Amenity: Ensure that the management of cemetery activities avoids nuisance, endangerment or inconvenience to the general public. To address public liability and manage risks and ensure compliance with state legislation.

**Stakeholders:**

Public, affected, Walgett Shire.

**Financial implications:**

Nil.

**Alternative solutions/options:**

Exhumation to solve the problem is not considered an option.

**Conclusion:**

Policies are provided to offer consistency with the delivery of services, to offer a reasonable out-come to this situation, the staff have presented the following solution to this issue.

Note: attachment - covering Beam section and amended draft Council Cemetery Policy



**DRAFT**  
**Walgett Shire Council**

**Cemetery Policy**

(Version 0.2 - 10/11/2023)



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## INTRODUCTION

Walgett Shire Council has developed this policy document to suit the burial requirements and needs of the general community. It covers all cemeteries in the Walgett Local Government area. The regulations in regard to burial requirements are outlined in this document, in both the monumental and lawn sections. All denominations are covered. General information in regard to reservation of graves, interment of cremated remains, exhumations and erecting of memorials is also provided.

## SCOPE

This policy applies to all Council operated and maintained cemeteries.

## RELEVANT LEGISLATION AND GUIDELINES

This policy document has been drafted with due consideration to the following:

- Local Government Act, 1993
- Public Health Act, 2010
- Public Health Regulation 2022
- Cemeteries and Crematoria Act, 2013
- Crown Land Management Act, 2016
- Fair Trading Act, 1987

## GENERAL INFORMATION FOR WALGETT SHIRE PUBLIC CEMETERIES

Cemeteries operated by Walgett Shire Council open for new interments are located in the following towns

- Walgett
- Lightning Ridge
- Collarenebri
- Burren Junction
- Carinda
- Cumborah
- Angledool

**Most Council** cemeteries have monumental section dedicated to several common religions. Walgett and Lightning Ridge offer **ash** interments into memorials walls. Walgett is the only cemetery that offers interments into lawn sections dedicated to several common religions.

Note: **Most** Council cemeteries have areas that are set apart for the use of various religions but such setting apart does not entitle the authorities or members of any religious group to control in any manner the making of interments in any division so set apart, or to exclude any body from being buried therein.

Animal burials are prohibited in Council Cemeteries.

## COUNCIL RESPONSIBILITIES

As defined in the various acts and regulations governing public cemeteries Council provides the following:

- Authority to permit reservations, burials, erection of monuments and excavations of burial plots
- Registration of interment rights, burials and monuments
- Upkeep of cemetery grounds
- Excavation and plaque installation\* services
- Vehicle access
- Signage

\* For lawn and memorial wall sections only

## GENERAL CEMETERY RULES

A person must not do any of the following within a cemetery:

- a) Damage, deface, interfere with or alter burial sites;
- b) Damage, deface, interfere with or alter monuments;
- c) Bury, inter or exhume any human remains, whether cremated or not;
- d) No dogs are permitted in the Cemetery unless on a leash;
- e) Drive a vehicle at a speed of more than twenty (10) kilometres per hour;
- f) Camp or reside on any cemetery land;
- g) Possess or consume an alcoholic or intoxicating beverage or substance;
- h) Urinate or defecate;
- i) Bring or leave any rubbish, refuse, scrap metal, rock, soil, sand or any other such substances;

## HOURS OF OPERATION

All cemeteries are open to the public between sunrise and sunset. Cemeteries services are available on business weekdays between 8:15am and 4:30pm. Outside these working hours can attract out-of-hours, weekend and public holiday fees. Council does not provide burial services on the following days

- Australia Day
- Christmas Day
- Boxing Day
- New Year's Day
- Good Friday through to Easter Monday
- ANZAC day

Christmas – New Year Period

Council's office is closed during the Christmas – New Year period.

## VEHICLE ACCESS

All vehicles are restricted to the provided roads in the cemeteries. Council vehicles and plant, undertaker vehicles and plant and vehicles for the disabled are exempt.

## FLOWERS AND ORNAMENTS

Flowers can be placed near or on graves/memorials, further restrictions apply to lawn section plots. Fresh or limited artificial flowers are welcome tributes. These should be housed in the approved

containers provided. Visitors are encouraged to remove such items when they become unsightly, weathered or wither.

Floral tributes, both fresh and artificial, or other items that encroach on neighbouring memorials or graves will be removed without notice. Glass vases, jars or other non-approved receptacles, ornaments, flags, photo frames, candles, toys, solar lights, windmills and wind chimes etc. are not permitted and will be removed.

Council will, at its discretion, remove withered or weathered floral arrangements and keep the grounds neat and tidy should any tributes deemed unsuitable or unsightly. Ornaments re-located by cemetery staff may be retrieved from the administration office building. The cemetery reserves the right to dispose of items two weeks after being removed. These items are not to be placed back on the grave or memorial.

## BURIAL PLOT RESERVATION

The Reservation of a burial plot exclusively entitles the holder to purchase an Interment Right over the identified burial site at a later date following receipt of the appropriate Reserve Application Form and applicable fee. This does not give the holder any right to inter/construct/modify the cemetery grounds.

If it is found that a Reserved site has inadvertently been used due to Council's error the original holder of the right will be offered a replacement site, as close to the original site as possible, at no additional cost. The original Reservation must be returned to Council and a new Reservation will be issued.

Transferring or Relinquishing a Reservation - the Reservation may be transferred to another person or back to Council. Council will record any transfer upon satisfactory completion of a Transfer/Relinquish of Reservation application form. Council will not refund the initial fee paid to the customer. The application form for transfer must be signed by transferors and transferees. Where the holder of the Reservation is deceased the written consent of the rightful successor of the owner must be produced. No administration fee is charged. The original Reservation is extinguished and a new Reservation is issued to the new holder.

Proof of ownership of a right of burial may be required if:

- A person is claiming ownership of a Reservation Right; and
- A person requests right of burial information.

Reservation information is kept strictly confidential and not given out to any person who does not have the legal right to obtain the information. The registers can be used as verification that a Reservation has been granted in respect of any burial.

Council will revoke reservations and refund fees to next of kin when the deceased person is interred at an alternative location.

Reservations cannot be on-sold to another person and each reservation must be approved by Council. Applications for multiple sites must demonstrate sufficient reason to hold the multiple sites. Multiple sites will be allocated at the discretion of Council to allow access for all residents.



### INTERMENT RIGHTS (Formally Right of Burial)

An Interment Right gives the nominated holders the right to inter the remains of a deceased person/s who meets the criteria as specified on the Interment Right certificate following the receipt of the appropriate Interment Right form and applicable fee.

**The Interment Right and Order for Interment certificates must be issued by Council prior to any interments taking place.**

Interment rights are only issued on the initial interment into a burial site, any subsequent interments only require an Order for Interment certificate.

No more than two coffin interments may be buried in the same plot.

Specific Cultural/religious requirements are to be specified on the application form. Council will endeavour to grant these requirements based upon Council's Workplace Health and Safety Policy and availability of suitable skilled staff and equipment.

The Interment Right also entitles the holders to construct memorials over the plot site as permitted in that section of interment.

Council only offers perpetual Interment Rights.

Where burials occurred before July 2019 the Right of Burial will be considered to be the Interment Right with any entitlements being transferred to the nominated next of kin or following the rules of intestacy.

### ORDER FOR INTERMENT (Formally Burial Permit)

The Order for Interment is the approval for the remains of the deceased to be interred into Council's cemetery. An Order for Interment form must be completed and the appropriate fee paid prior to any burial taking place. Should the application forms be submitted post interment Council reserves the right to charge late fees on top of the applicable fees.

### BURIALS AND ASH INTERMENTS

Two working days' notice must be given to allow sufficient time for grave digging to be completed. Friday and Weekend burials require three working days' notice. Burials with less than 48 hours will be considered in exceptional circumstances. Internments requiring attendance of Council staff shall take place within the following hours:

- Weekdays – Between the hours of 8.30am and 4pm.
- Weekends and Public Holidays– Between the hours of 9am and 3pm.  
(Additional fees are payable).
- Outside normal working hours – Will only be permitted by arrangement.  
(Additional fees are payable).

Council's Application for Interment Right form (if not previously obtained) and Order for Interment form must be completed prior to any burial taking place.

Interment must be conducted by an approved undertaker instructed by the next of kin or executor of the estate of the deceased. The transportation, storage of bodies, and burial are to be in accordance with the relevant acts and regulations in force at that time.

**Digging of graves shall only be undertaken by Council staff or contractors approved by Council.** Council is not responsible for reimbursement of any costs or charges made by other parties. Burial depth for single interments is a minimum of **1.82 metres and for double interments is 2.43 metres.**

To facilitate the digging of a new grave or reopening of an existing grave in the monumental section of Councils cemeteries, it may be necessary to remove an existing monument to gain access to the site. Council staff will notify the family (of the owner/s of the monument to be moved) if their contact details are known. The removal of existing monuments also includes in the surrounding area that limits access to the gravesite by Council staff and machinery.

All bodies for interment must be encased in a coffin with the lid securely sealed. Graves are to be closed within one hour of the conclusion of the funeral service, or as soon as the attendees have vacated.

Burial fees are reviewed annually by Council and are charged as adopted in Council's Annual Management Plan.

### **ALLOTMENT SIZES**

Burial allotment sizes are as follows:

- Lawn section 1.2m x 2.4m with minimum 900mm clearance between plots
- Monumental Section **1.2m x 2.4m with minimum 900mm clearance between plots**
- 

### **RE-OPENING OF GRAVES (MULTIPLE INTERMENTS)**

Council will allow the reopening of graves at all cemeteries subject to the following conditions:

- Comply with the provisions of the Public Health (Disposal of Bodies) Regulation 2022.
- The first interment was dug to double depth.
- Monumental Sections Only - When the removal of monument slabs and headstones are required, Council staff will take all reasonable care not to cause any damage, however if a monument slab or headstone is inadvertently damaged during this process Council will not be held responsible for any repairs.
- When a grave is opened for a second burial, the excavation shall be made so as to leave a layer of undisturbed earth not less than 300mm in thickness above the lid of any coffin already in the grave. The upper surface of the second coffin is to be at least 900mm below the natural ground surface level.

### **SHALLOW BURIALS**

Where the upper surface of a coffin is less than 900mm below the natural surface level of the soil further approval and conditions apply.

The body of the deceased person must be contained in a coffin or casket. The distance from the top of the lid of a grave liner to the natural ground surface is reduced from the mandatory 900mm to not less than 400mm and should be as deep as possible.

Applications for a shallow burial must be made to the Area Health Service Public Health Unit on the appropriate application form. The applicant should provide information requested in the application form and plan and methodology of the interment.

## MEMORIAL WALL INTERMENTS

Purchase of Interment Rights for niches in the Memorial Walls must be made prior to ashes being interred. Reservations can be made for Memorial Wall niches.

In some cases Council staff may need to transfer the ashes into a suitable container that will fit into the niche. This may result in some ashes not being able to be interred. Any remaining ashes not collected by family members within six (6) months of interment will be scattered in the memorial garden.

An approved plaque must be provided to Council before interment and can be purchased either through Council or third party. Standard plaque size is 180mm x 180mm in the Walgett Cemetery Memorial Wall and 140mm x 100mm in the Lightning Ridge Memorial Wall. Other sized plaques are permissible where they do not encroach on neighbouring niches and cover the opening entirely. Plaques may cover multiple niches where the plaque directly relates to the ashes interred in the covered niches and correct fees paid.

Non-compliant plaques that do not comply with Council specifications or have been installed without approval may be removed by Council staff and the ashes scattered in the memorial garden. A thirty (30) day period of grace will be given to allow for the removal of the illegal plaque or the lodgement of a plaque application form and applicable fees paid.

Existing arrangements with the local funeral directors for the disposal of unwanted ashes will remain in place. Interment of ashes in headstones, niches or graves must be carried out by Council staff.

## SCATTERING OF ASHES

Ashes may be scattered on burial plots with the approval of the Interment Right holders. The form for Scattering of Ashes is to be completed and submitted to Council, **at this time** there is no fee for the scattering ashes.

## HEADSTONES AND MEMORIALS

Before an Australian service emblem can be placed on a memorial plaque permission must be obtained from the Office of Australian War Graves prior to ordering any plaque.

## MONUMENTAL SECTIONS

Base of monuments **or ledgers** must be no larger than 1m x 2.4m, and must not encroach upon neighbouring grave sites, and non-offensive in design. All monumental work in Council Cemeteries is to be carried out by licensed monumental masons who have the relevant qualifications and carry Public Liability Insurance cover. All works must be approved by Council and have written permission from the Interment Right holder by providing a completed application form and any appropriate fees paid.

Illegal headstones and headstones that do not comply with Council specifications will be removed by Council staff if they remain in situ after a notification to rectify has been issued to the owner of the headstone. A thirty (30) day period of grace will be given to allow for the removal of the illegal headstone or the lodgement of a headstone application form. This also applies to other illegal structures, including plaques laid directly onto the concrete beam. Cemetery crosses less than 1m high staked directly into the ground do not require permission but must still comply with the stated restrictions.



The erection of vaults and other forms of above ground interments are not permitted in cemeteries in the Walgett Shire local government area.

**NOTE** - Council accepts no responsibility for the maintenance or repair of monuments irrespective of the cause of the need for maintenance or repair.

### LAWN SECTIONS

The lawn section is restricted to cemetery crosses less than 1m high staked directly into the ground. 600mm x 600mm flat to the ground concrete bases with attached plaques measuring 380mm x 215mm only to ensure uniformity. A flat to the ground granite base measuring 600mm x 600mm is accepted instead of the concrete base, but if a plaque is to be used it must still measure 380 x 215mm only. The installation of a plaque in the lawn section must be made by completing the Application to Install Plaque and appropriate fee paid. Plaques can be purchased and installed through Council or a third party. **NOTE – Council takes no responsibility for any memorial erected in the cemetery and the applicant is responsible for removal of any obstruction caused by the installation of this memorial for any future interments.**

Flowers are limited to receptacles that are placed on top of or inset into the concrete base, or at the base of a cross. Ornaments non-compliant monuments in the lawn section may be removed at Councils discretion where they limit Council from performing maintenance activities in the lawn section. The Interment Right holder/family will be requested in writing to remove the items within 30 days. If removed by Council they will be available for retrieval for 2 weeks at the local office/depot, not to be re-installed on the grave site.

### BEAM SECTIONS

The concrete beams are the base for any future monuments to be installed upon. The erection and maintenance of monuments in Council's Beam Section are organised privately and not through Council but must comply with Council's permissible sizing of 600mm overall height x 700mm overall width x 270mm overall depth granite monuments. These monument dimensions are the only size that will be accepted by Council to ensure uniformity. The installation of a monument in the beam section must be made by completing the Application for Permit to Erect a Memorial in Beam Section and appropriate fee paid. **NOTE** - Council accepts no responsibility for the maintenance or repair of monuments irrespective of the cause of the need for maintenance or repair.

All monumental work in Council Cemeteries is to be carried out by licensed monumental masons who have the relevant qualifications and carry Public Liability Insurance cover. All works must be approved by Council and have written permission from the Interment Right holder by providing a completed application form and any appropriate fees paid.

Illegal headstones and headstones that do not comply with Council specifications will be removed by Council staff if they remain in situ after a notification to rectify has been issued to the owner of the headstone. A thirty (30) day period of grace will be given to allow for the removal of the illegal headstone or the lodgement of a headstone application form. This also applies to other illegal structures, including plaques laid directly onto the concrete beam. Cemetery crosses less than 1m high staked directly into the ground do not require permission but must still comply with the stated restrictions.

The erection of vaults and other forms of above ground interments are not permitted in cemeteries in the Walgett Shire local government area.



## WORK SUBJECT TO THE HERITAGE ACT

Graves and monuments older than fifty years are subject to the Heritage Act. It is the responsibility of the applicant to ensure that the proposed work is consistent with the requirements of the Act.

### EXHUMATIONS

Exhumations without approval are prohibited. The Coroner has the right to order an exhumation at any time or the Director-General may approve an exhumation, both with minimal notice. Exhumations must be carried out in accordance with the "Guidelines for Approval and Approval Procedures for Exhumations" produced by NSW Health and with any cultural or religious practices as specified by the interment right holder.

Where an elective exhumation (approved by the Director-General) has been completed, the Right of Burial of the deceased and their heirs and successors is deemed to have been forfeited. All elective exhumations must include full restoration of the site including the removal of any monumental works erected.

After receiving approval by the Director General, an Application for Exhumation (Attachment 6) must be completed and the appropriate fee prior to any exhumation taking place. All exhumations must be carried out by a recognized Undertaker/Funeral Director.

### REMOVAL OF ASHES

All applications to have cremated remains removed from any cemetery for any reason, must be made in writing and be signed by family members of the deceased or the Executors of the Estate. Removal of ashes must be carried out by Council staff. An administration fee will be payable for this service. Additional fees may also be payable if the entrance of the niche is damaged during the removal of the memorial plaque.

### RECORDS

A register of burials will be kept by Council in respect to all burial places under Council's control (where records are available).

A register of reservation plots/sites is kept by Council. Only reservations listed in this register will be honoured. Reservation arrangements made with a third party may not be honoured as Council's register supersedes all other arrangements.

Registers may be kept in electronic and written forms by Council. Council maintains a burials database available through the Walgett Shire website.

Access to complete burial records must be made to Council. Records older than 30 years are considered public information however access to records less than 30 years are subject to legislated privacy restrictions.

The register may not include interments in historical and monumental cemeteries due to loss of records from previous operating entities.

Each register entry will contain the name and address of the owner of the burial site with the exception of the historical records where this information may not have been obtained.



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

NIL

## **11. QUESTIONS WITH NOTICE**

NIL



## **AGENDA FOR CLOSED COUNCIL MEETING**

**Tuesday 12<sup>th</sup> December 2023**

**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 **12 December 2023** to discuss the items listed in the Agenda.

Megan Dixon  
**GENERAL MANAGER**

## **AGENDA**

### **12. MOVE INTO CLOSED SESSION**

#### **MOVE INTO CLOSED SESSION**

**Time:** .....

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

(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. CONFIDENTIAL REPORTS/CLOSED COUNCIL MEETING**

### **14. RETURN TO OPEN SESSION**

#### **Return to open session**

**Recommendation:**

That Council return to open session.

**Moved:**

**Seconded:**

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

#### **Adoption of closed session reports**

**Recommendation:**

That Council adopt the recommendations of the Closed Committee Reports

**Moved:**

**Seconded:**

### **16. CLOSE OF MEETING**

**Time:** .....