



AGENDA FOR ORDINARY COUNCIL MEETING

28 August 2018

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 at the **Lightning Ridge Bowling Club** on **28 August 2018** commencing at **10:00am** to discuss the items listed in the Agenda.

Paul Mann
ACTING GENERAL MANAGER

CONFLICT OF INTERESTS

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

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

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

Remoteness

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

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

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

Relatives, Partners

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

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

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

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

No Interest in the Matter

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

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

Disclosure and participation in meetings

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

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

Non-Pecuniary Interest – Must be disclosed in meetings.

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

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

Disclosure to be Recorded (S453 Act)

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

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## **Local Government Act 1993**

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

### **GUIDING PRINCIPLES FOR COUNCILS**

#### **(1) Exercise of Functions Generally**

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

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

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

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

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

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

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

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## 1. OPENING OF MEETING

Time: \_\_\_\_\_am

## 2. ACKNOWLEDGEMENT OF TRADITIONAL OWNERS

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

## 3. LEAVE OF ABSENCE

| Leave of Absence                                                                               |             |
|------------------------------------------------------------------------------------------------|-------------|
| <b>Recommendation:</b>                                                                         |             |
| That the leave of absence received from Cllr Cameron is accepted and leave of absence granted. |             |
| <b>Moved:</b>                                                                                  | <b>Cllr</b> |
| <b>Seconded:</b>                                                                               | <b>Cllr</b> |

## 4. WELCOME TO VISITORS

## 5. PUBLIC FORUM PRESENTATIONS – nil

## 6. 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 |
|------------|----------|-------------------------|--------|
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## 7. CONFIRMATION OF MINUTES/MATTERS ARISING

### 7.1 MINUTES OF THE ORDINARY COUNCIL MEETING HELD – 24 JULY 2018

| Minutes of Ordinary Council Meeting – 24 July 2018                                                                                                                                                                                      |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <p>That the minutes of the Ordinary Council meeting held 24 July 2018 having been circulated be confirmed as a true and accurate record of that meeting.</p> <p><b>Moved:</b></p> <p><b>Seconded:</b></p> |

**Attachment**

Minutes of Meeting held 24 July 2018





## **MINUTES FOR ORDINARY COUNCIL MEETING**

**24 July 2018**

Don Ramsland  
**GENERAL MANAGER**

**MINUTES OF THE ORDINARY MEETING OF THE WALGETT SHIRE COUNCIL HELD AT THE WALGETT SHIRE COUNCIL CHAMBERS ON TUESDAY 24 JULY 2018 AT 10:08AM**

**PRESENT**

Cllr Ian Woodcock (Mayor)  
 Cllr Manuel Martinez (Deputy Mayor)  
 Cllr Jane Keir  
 Cllr Michael Taylor  
 Cllr Lawrence Walford  
 Cllr Kelly Smith  
 Cllr Robert Turnbull  
 Don Ramsland (General Manager)  
 Michael Urquhart (Chief Financial Officer)  
 Jessica McDonald (Director Environmental Services)  
 Sylvester Otieno (Director Engineering/Technical Services)  
 Bronte Kerr (Minute Secretary)

**Public Presentations:**

*Ben Luffman – Senior Planner from GHD provided an overview of the rural residential strategy review to Council.*

**Leave of Absence**

**12/2018/1 Leave of absence**

**Resolved:**

That leave of absence received from Cllr Cameron and Cllr Murray be accepted and leave of absence be granted.

**Moved: Cllr Keir**  
**Seconded: Cllr Smith**  
**CARRIED**

**12/2018/2 Walgett Rural Residential Strategy - Review**

**Resolved:**

Council endorse the draft amended Rural Residential Strategy for public exhibition.

**Moved: Cllr Keir**  
**Seconded: Cllr Smith**  
**CARRIED**

**Declaration of Pecuniary/Non Pecuniary Interests**

| Staff/<br>Councillor | Item No. | Pecuniary/<br>Non-Pecuniary | Reason                |
|----------------------|----------|-----------------------------|-----------------------|
| Cllr Keir            | 11.4.2   | Pecuniary                   | Related field of work |

**12/2018/3 Minutes of Ordinary Council Meeting – 26 June 2018****Resolved:**

That the minutes of the Ordinary Council meeting held 26 June 2018, having been circulated be confirmed as a true and accurate record of that meeting.

**Moved:** Cllr Turnbull  
**Seconded:** Cllr Walford  
**CARRIED**

**12/2018/4 Mayoral Report****Resolved:**

That Council receive and note the tabled Mayoral report.

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

**12/2018/5 Council's Decision Action Report****Resolved:**

That the Resolution Register as at July 2018 be received and noted.

**Moved:** Cllr Keir  
**Seconded:** Cllr Smith  
**CARRIED**

**12/2018/6 Weekly's received from the Local Government NSW****Resolved:**

That the information contained in the weekly circulars dated 22/6/18, 29/6/18, 06/07/18 & 13/07/18 from the Local Government NSW be received and noted.

**Moved:** Cllr Turnbull  
**Seconded:** Cllr Keir  
**CARRIED**

**12/2018/7 Circulars Received From the NSW Office of Local Government****Resolved:**

That the information contained in the following Departmental circulars No 21 & 27 June 2018 from the Local Government Division Department of Premier and Cabinet be received and noted.

**Moved:** Cllr Taylor  
**Seconded:** Cllr Keir  
**CARRIED**

**12/2018/8 Monthly Calendar July - September 2018****Resolved:**

That Council receive and note the regular monthly calendar for the period July – September 2018.

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

*Cllr Martinez left the meeting room at 10.46am*

**12/2018/9 Far North West Joint Organisation Request – Coonamble Shire****Resolved:**

Council seek clarification and advice from the Office of Local Government with regards the cross regional planning boundary issue and ongoing secretariat funding issue before considering the request to support from Coonamble Shire.

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

*Cllr Martinez returned to the meeting room at 10.51am*

**12/2018/10 Request for Further Drought Relief Employment Schemes****Resolved:**

That Council receive and note the General Manager's report, approach the Federal Government for an extension of the Drought Communities Programme in light of the continuing drought being experienced, not only in Council's area, but across inland NSW and Southern Queensland as well and delegate authority to vary Council's Organisational Structure should the need arise to engage additional staff.

**Moved:** Cllr Martinez  
**Seconded:** Cllr Turnbull  
**CARRIED**

**12/2018/11 Revised Housing Policy and Procedure****Resolved:**

That Council receive and note the General Manager's report and adopt the revised housing policy and procedure.

**Moved:** Cllr Keir  
**Seconded:** Cllr Smith  
**CARRIED**

|                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>12/2018/12 Matters for Brief Mention or Information Only – July, 2018</b>                                                                                                                                                                                                                                                                                                                                                               |
| <p><b>Resolved:</b></p> <p>That the above matters listed for brief mention or information only be received and noted</p> <p><b>Moved:</b> Cllr Keir<br/> <b>Seconded:</b> Cllr Walford<br/> <b>CARRIED</b></p>                                                                                                                                                                                                                             |
| <b>12/2018/13 Cash and Investment Report as at 30th June 2018/</b>                                                                                                                                                                                                                                                                                                                                                                         |
| <p><b>Resolved:</b></p> <p>That the Investment report as at 30th June 2018 be received and noted.</p> <p><b>Moved:</b> Cllr Martinez<br/> <b>Seconded:</b> Cllr Keir<br/> <b>CARRIED</b></p>                                                                                                                                                                                                                                               |
| <b>12/2018/14 Monthly Outstanding Rates Report</b>                                                                                                                                                                                                                                                                                                                                                                                         |
| <p><b>Resolved:</b></p> <p>The June 2018 outstanding rates report be received and noted.</p> <p><b>Moved:</b> Cllr Smith<br/> <b>Seconded:</b> Cllr Walford<br/> <b>CARRIED</b></p>                                                                                                                                                                                                                                                        |
| <b>12/2018/15 Rates &amp; Charges Written Off During The Year 2017-2018</b>                                                                                                                                                                                                                                                                                                                                                                |
| <p><b>Resolved:</b></p> <ol style="list-style-type: none"> <li>1. That the Council write-offs \$196,101.44 as per Council's Abandonments Register as at 30th June 2018.</li> <li>2. Place a draft motion to the Local Government NSW annual western division conference; the state government to fund 25% of any pensioner rate write offs.</li> </ol> <p><b>Moved:</b> Cllr Keir<br/> <b>Seconded:</b> Cllr Smith<br/> <b>CARRIED</b></p> |



**12/2018/16 Section 356 - Rebates Churches and Other Not For Profit Organisations****Resolved:**

1. That a budget adjustment of \$1,511 increasing the 2018-2019 budget from \$16,847 to \$18,358 be approved.
2. That the applications for a donation received and due to be received from eligible churches and not-for-profit organisations as per the attached list are approved and the rebates on annual service charges as detailed therein be granted for 2018-2019.
3. Council review the section 356 - Rebate to churches and other not for profit organisations policy and procedure.

**Moved: Cllr Martinez****Seconded: Cllr Keir****CARRIED****12/2018/17 Quarterly Budget Review Statement 2017/2018****Resolved:**

1. That Council adopt the attached Quarterly Budget Review Statement for 30<sup>th</sup> June 2018 as tabled.
2. A report be presented to the August Council meeting detailing the last three years of carried forward funds for maintenance grading including the 2017/2018 funds.

**Moved: Cllr Turnbull****Seconded: Cllr Walford****CARRIED****12/2018/18 Matters Generally for Brief Mention or Information Only – From Chief Financial Officer****Resolved:**

That the Matters Generally for Brief Mention or Information Only from the Chief Financial Officer in the following areas; Property Matters, Finance and Administration and Community Services be received and noted.

**Moved: Cllr Keir****Seconded: Cllr Walford****CARRIED**

*The meeting adjourned for lunch at 12.20pm  
The meeting resumed at 12.55pm*

**12/2018/19 Heritage Activities 2017/2018****Resolved:**

1. Note the report on the activities of Walgett Shire Council's Heritage Advisor, Ray Christison, during 2017-2018.
2. Endorse and adopt the following documents, as prepared by Walgett Shire Council's Heritage Advisor, Ray Christison:
  - (a) Walgett Shire Local Heritage Fund Annual Report 2017-2018.
  - (b) Walgett Shire Council Heritage Strategic Plan 2018-2021.
3. Endorse submission of the documents to the Heritage Branch of the NSW Department of Planning & Environment.

**Moved:** Cllr Smith  
**Seconded:** Cllr Walford  
**CARRIED**

**12/2018/20 Matters for Brief Mention, Environmental Services****Resolved:**

Council receive and note the report by the Director of Environmental Services on matters for brief mention, or information only.

**Moved:** Cllr Turnbull  
**Seconded:** Cllr Keir  
**CARRIED**

**12/2018/21 Monthly RMCC works Report from Director Engineering / Technical Services – June 2018****Resolved:**

That Council receive and note the monthly RMCC works report for June 2018.

**Moved:** Cllr Turnbull  
**Seconded:** Cllr Smith  
**CARRIED**

*Cllr Keir left the meeting room at 1:07pm*

**12/2018/22 Monthly Maintenance Grading Report from Director Technical / Engineering Services****Resolved:**

That Council receive and note the monthly maintenance grading works report for June 2018.

**Moved:** Cllr Walford  
**Seconded:** Cllr Martinez  
**CARRIED**

Clr Keir returned to the meeting room at 1:09pm

#### **Questions for Next Meeting**

##### **Clr Taylor**

Q1: Drug testing amongst Council staff, especially among machinery operators, where is Council at on this matter?

Q2: Did GGSMA get all their monies for tip/rubbish clean up?

Q3: RAV camp site at emu, is Council able to provide a free camp site?

##### **Clr Turnbull**

Q1: Can Council speak to Government regarding freight subsidies for farmers and subsidies for exclusion fencing?

Q2: What is going on with Shermans Way? The tar should have gone to the T intersection.

Q3: Can money be rolled over annually in maintenance grading if it hasn't been spent, as a lot of forming of roads will be needed once it rains.

Q4: Can we speak to the RMS and get the inspections moved back to Lightning Ridge?

##### **Clr Martinez**

Q1: How can we assist our farmers in lobbying government for drought relief "grant" not "loan" freight fodder?

Q2: Where are we at with engaging a consultant for the Collarenebri to Ridge road project?

Q3: Can we have an update on our drug testing policy and is it in place?

##### **Clr Keir**

Q1: Can Council contact Dubbo Regional City Development and communications regarding including Walgett Shire particularly Lightning Ridge in the magazine called 'DUBBO'.

Q2: Namoi River – 9 thousand megaliters were released approximately 6 weeks ago, currently no flow beyond Goangra. Did Walgett Shire Council order water? Can Council lobby for the release of 2 megs a day over 4 days? Please note there has been no theft, only a larger than estimated amount drawn from the artesian basin in the Upper Namoi.

#### **12/2018/23 Move into Closed Session at 1.45pm**

##### **Resolved:**

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

- (a) Personnel matters concerning particular individuals (other than Councillors)

**Moved:** Clr Taylor

**Seconded:** Clr Walford

**CARRIED**

#### **12/2018/24 Letter From Mrs Sue Cox – Request For Monument**

##### **Resolved:**

Note the above and endorse the actions of the Director Environmental Services to write to Mrs Sue Cox advising of the importance of the involvement and approvals of the appointed person.

**Moved:** Clr Keir

**Seconded:** Clr Taylor

**CARRIED**



**12/2018/25 Return to Open Session at 1.54pm****Resolved:**

That Council return to open session.

**Moved:** Cllr Martinez

**Seconded:** Cllr Smith

**CARRIED**

**12/2018/26 Adoption of Closed Session Reports****Resolved:**

That Council adopt the recommendation of the Closed Committee Reports:

Note the above and endorse the actions of the Director Environmental Services to write to Mrs Sue Cox advising of the importance of the involvement and approvals of the appointed person.

**Moved:** Cllr Keir

**Seconded:** Cllr Walford

**CARRIED**

**12/2018/27 Supplementary – General Manager's Final Report****Resolved:**

That the General Manager's Final Report be received and noted.

**Moved:** Cllr Turnbull

**Seconded:** Cllr Keir

**CARRIED**

**Close of Meeting**

The meeting closed at 2:20 pm

To be confirmed at the next meeting of Council.

\_\_\_\_\_  
Mayor

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

## 8. REPORTS OF COMMITTEES/DELEGATES

### 8.1 MINUTES OF THE LOCAL AREA TRAFFIC COMMITTEE MEETING HELD 2 AUGUST 2018

| Minutes of LATC – 2 August 2018                                                                                                                                                                                                                                            |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <p>That the minutes of the LATC meeting held on 2 August 2018 having been circulated be received and noted and the recommendations contained therein are adopted as resolutions of Council.</p> <p><b>Moved:</b></p> <p><b>Seconded:</b></p> |

**Attachment**

Minutes of Meeting held 2 August 2018

**MINUTES OF THE MEETING OF THE LOCAL AREA TRAFFIC COMMITTEE HELD AT  
WALGETT COUNCIL MEETING ROOM ON THURSDAY 2<sup>nd</sup> AUGUST 2018**

**PRESENT**

|                  |                                                                      |
|------------------|----------------------------------------------------------------------|
| David Vant       | (Road Safety & Traffic, Western Region, RMS NSW)                     |
| Sylvester Otieno | (Director Engineering/Technical Services)                            |
| Don Ramsland     | (General Manager – Walgett Shire Council)                            |
| Ian Woodcock     | (Mayor – Walgett Shire Council) <i>Left Early</i>                    |
| Kelly Smith      | (Councillor- Walgett Shire Council)                                  |
| Sharon Girling   | (Administration Services Coordinator Engineering/Technical Services) |

**1. APOLOGIES**

**Apologies – 31<sup>st</sup> May 2018**

**Resolved:**

Apologies received from the following to be accepted:

|                                   |                                      |
|-----------------------------------|--------------------------------------|
| Manuel Martinez                   | (Councillor – Walgett Shire Council) |
| Snr Con. Scott Aikens(NSW Police) | – Transferred                        |
| Snr Con. Ben Paul                 | (NSW Police)                         |
| Snr Con. Ben Tuckett (NSW Police) |                                      |

**Moved:** Ian Woodcock

**Seconded:** David Vant

**CARRIED**

**2. DECLARATION OF PECUNIARY/NON PECUNIARY INTERESTS**

Nil

**3. CONFIRMATION OF MINUTES**

**Minutes of Local Area Traffic Committee Meeting – 31<sup>st</sup> May 2018**

**Resolved:**

That the minutes of the Local Area Traffic Committee meeting held 31<sup>st</sup> May 2018, having been circulated, be confirmed as a true and accurate record of that meeting.

**Moved:** Kelly Smith

**Second:** David Vant

**CARRIED**

**4. MATTERS ARISING FROM PREVIOUS MEETING**

*Cryon/Pian Creek Road Bus Zone*

- Letter written to Bill Murray – No reply received so far.

*Lightning Ridge Public School Bus Zone*

- Prue Britt sent a diagram to Sylvester regarding this – Sylvester to review the diagram

*George Sands Way Design*

- David Vant has the application and will seek permission to take pictures and measurements. Local Land Council to be contacted regarding this.

*Kamilaroi Highway/Merrywinebone Intersection*

- Sylvester has to email revised cost estimate for rumble strips to David Vant.

**5. SIGNAGE ON LEAVING SURROUNDING TOWN REGARDING NO FUEL IN BURREN JUNCTION**

Action - David Vant to look into as it is on a highway

**6. PEDESTRIAN CROSSING COLLARENEBRI SCHOOL**

There is a strict procedure regarding installing pedestrian crossing David to send it through so a letter can be forwarded to the community member regarding why a crossing cannot be put in place

**7. FINGER SIGNS FOR CEMETERY, WASTE FACILITY, PUBLIC HALL, PUBLIC TOILETS, CORONATION PARK BURREN JUNCTION**

The Burren Junction Community has requested that the signs be erected, Waste Facility, Cemetery and Public Toilets signs are to be ordered and erected

**8. SIGN PLACEMENT FOR LIGHTNING RIDGE MARKETS**

Sign cannot be placed on the Castlereagh Highway, it can however be placed on the Bill O'Brien Way.

**9. GENERAL BUSINESS**

- Presentation evening has not progressed any further
- Bulldust to Bitumen needs to put the application in on line
- Abandoned cars are to be reported to the police for an event number and then Council makes an application to the owner if no response by the owner Council declares abandoned vehicle and takes over ownership – Council Policy to be followed

**10. CONFIRMATION OF NEXT MEETING – 4<sup>th</sup> October 2018**

**11. CLOSE OF MEETING – 10.51am**

## 8.2 MINUTES OF THE PLANT COMMITTEE MEETING HELD 31 JULY 2018

| Minutes of Plant Committee Meeting –31 july 2018                                                                                                                                                                                                                                  |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <p>That the minutes of the Plant Committee Meeting held on 31 July 2018 having been circulated be received and noted and the recommendations contained therein are adopted as resolutions of Council.</p> <p><b>Moved:</b><br/><b>Seconded:</b></p> |

**Attachment**

Minutes of Meeting held 31 July 2018

**MINUTES OF THE MEETING OF THE WALGETT SHIRE COUNCIL PLANT COMMITTEE HELD IN THE WALGETT SHIRE COUNCIL CHAMBERS ON TUESDAY 31<sup>st</sup> JULY 2018 AT 2:40PM**

**PRESENT**

|                     |                                               |
|---------------------|-----------------------------------------------|
| Mr Don Ramsland     | (General Manager)                             |
| Mr Ian Woodcock     | (Mayor)                                       |
| Mr Michael Taylor   | (Councillor)                                  |
| Mr Sylvester Otieno | (Director Engineering and Technical Services) |
| Mr Greg Leersen     | (Fleet Superintendent)                        |

**Welcome**

The Director Engineering/Technical Services, Sylvester Otieno welcomed everyone to the meeting.

**Apologies**

**Resolved:**

That Apologies received from Cllr Turnbull and Cllr Murray received and leave of absence granted.

**Moved:** Ian Woodcock  
**Seconded:** Michael Taylor  
**CARRIED**

**Minutes 8<sup>th</sup> May 2018**

**Resolved:**

That the minutes of the Plant Committee Meeting held 8<sup>th</sup> May 2018, have been circulated and be confirmed as a true and accurate record of that meeting.

**Moved:** Ian Woodcock  
**Seconded:** Greg Leerson  
**CARRIED**

**Plant Income and Expenses – 2017/18**

**Resolved:**

That the Committee receives and notes this report

**Moved:** Ian Woodcock  
**Seconded:** Michael Taylor

#### Insurance Claims and Incidents – May 2018

**Resolved:**

That the Committee receives and notes this report and that Greg Leerson investigate purchasing/ installing tracking device on high risk equipment

**Moved:** Michael Taylor

**Seconded:** Ian Woodcock

**CARRIED**

*Mr Don Ramsland Arrived*

*Mr Sylvester Otieno left the meeting 3:10pm*

#### Estimated Plant Replacement Reserve – June 2018

**Resolved:**

That the committee receives and notes this report

**Moved:** Ian Woodcock

**Seconded:** Michael Taylor

**CARRIED**

#### Usage of Road Reclaimer & Truck Mounted Spreader Unit – July 2018

**Resolved:**

That the Plant Committee receive and note the report. Further investigation is warranted

**Moved:** Ian Woodcock

**Seconded:** Michael Taylor

**CARRIED**

#### Requirements for next meeting

**Recommendation:**

10 year replacement plan  
10 year forecast Profit and Loss  
Worksheet plant replacement reserve next 10 years

**Moved:** Ian Woodcock

**Seconded:** Michael Taylor

**CARRIED**

**NEXT MEETING:** TBA

**Close of Meeting**

***The meeting closed: 3:52pm***

## 9. MAYORAL MINUTES

The mayoral report will be tabled at the meeting.

| Mayoral Report                                                                                                                      |
|-------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <p>That Council receive and note the Mayoral report.</p> <p><b>Moved:</b></p> <p><b>Seconded:</b></p> |



## 10. MOTIONS OF WHICH NOTICE HAS BEEN GIVEN

| Motion of which notice has been given                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <p>“Does Walgett Shire Council have a water licence &amp; if so what type of licence is it &amp; what is the size of the licence ?</p> <p>If Walgett Shire Council has a licence then why was water not ordered from Water NSW for release from Keepit Dam down the Namoi River for the town water supply this year?</p> <p>Keepit Dam is currently at 11% capacity &amp; the last flow released in June did not reach Walgett, Walgett is on level 3 water restrictions now &amp; the summer has not commenced. Bore water will not sustain the parks, ovals &amp; gardens in Walgett.”</p> <p><b>Moved:</b></p> <p><b>Seconded:</b></p> |

## 11. REPORTS FROM OFFICERS

### 11.1 ACTING GENERAL MANGER

#### 11.1.1 COUNCIL'S DECISION ACTION REPORT

|                           |                                          |
|---------------------------|------------------------------------------|
| <b>REPORTING SECTION:</b> | <b>Executive</b>                         |
| <b>AUTHOR:</b>            | <b>Paul Mann- Acting General Manager</b> |
| <b>FILE NUMBER:</b>       | <b>18/260</b>                            |

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**Summary:**

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

**Background:**

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

**Current Position:**

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

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

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

**Relevant Reference Documents/Policies:**

Resolution Register

**Governance issues:**

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

**Environmental issues:**

Nil

**Stakeholders:**

Council and Manex Team

**Alternative Solutions/Options:**

Nil

**Conclusion:**

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

| <b>Council's Decision Action Report</b>                                                                                                                 |
|---------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <p>That the Resolution Register as at August 2018 be received and noted.</p> <p><b>Moved:</b></p> <p><b>Seconded:</b></p> |

**Attachment:**

Resolution Register

| <b>Date</b> | <b>Ref</b> | <b>Resolution</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | <b>Dpt</b> | <b>Updates</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | <b>Status</b> |
|-------------|------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|
| 11.02.14    | 2/2014/39  | 1. That the content of the report be noted.<br>2. That the actions of the Acting General Manager to engage Lawyer Piper Alderman under the funding agreement with Bentham IMF Ltd be endorsed.<br>Moved: Clr Woodcock<br>Seconded: Clr Taylor                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | CFO        | 11.03.14 Matter ongoing.<br>15.04.14 Matter ongoing. Awaiting proof of debt from lawyers.<br>20.05.14 Proof of claim lodged with liquidators by lawyers.<br>14.07.14 Proof of claim admitted by liquidators.<br>12.08.14 Awaiting further update.<br>01.12.14 Ongoing.<br>03.02.15 Matter ongoing. Change of lawyer to Squire Patton Boggs.<br>24.03.15 Matter ongoing no further update.<br>28.04.15 Matter ongoing – no further update<br>26.05.15 \$200,000 in draft 2015/16 budget<br>23.06.15 Advice received that payment of interim dividend will be made around mid-July.<br>28.07.15 no further update received<br>18.8.15 payment authority provided<br>14.09.15 Net payment after cost of 10.99c in \$ of admitted claim expected shortly.<br>27.10.15 \$19,974.19 received as initial dividend<br>24.11.15 Matter in progress<br>27.05.16 Deed sent and bank details provided 26/05/2016 for payment.<br>18.4.17 Further payment received<br>27.6.17 In progress |               |
| 27.05.14    | 8/2014/21  | That the General Manager and Mayor be authorised to negotiate 2-3 year options on suitable land for commercial development in the Walgett CBD and also negotiate in relation to the possible commercial redevelopment of the carpark off Neilly Street, Walgett.<br><br>That the General Manager<br>1. Invite expressions of interest for the development of all or part of the CBD parking area<br>2. Consider submitting a tender price for land adjoining the CBD car park.<br>3. Advise the parties who have forwarded a draft MOU of the course of action Council is taking.                                                                                                                                                       | GM         | 15.09.14 Negotiations continuing.<br>22.10.14 Awaiting draft MOU.<br>1.06.15 MOU being delayed because of ongoing drought conditions<br>18.11.15 Report to November Meeting<br>31.5.16 Report to May Meeting 2016<br>19.07.16 EOI called closing 25 July 2016<br>25.1.16 EOI lodged<br>5.1.17 applicant drafting up detailed proposal for consideration<br>18.4.17 applicant followed up<br>21.7.17 arranging to meet early August 2017<br>16.10.17 again requested meeting<br>23.11.17 Expression of Interest advertised and closed on 22 November 2017, 1 submission received.<br>19.12.17 The action proposed of drafting a memorandum of understanding be endorsed.                                                                                                                                                                                                                                                                                                      |               |
| 10.02.15    | 1/2015/11  | That Council request the General Manager to undertake a comprehensive cost benefit analysis on the provision of primitive camping facilities and the role that they play in the overall tourism strategy for the Shire and also investigate the cost of the electricity supply to the facility.                                                                                                                                                                                                                                                                                                                                                                                                                                         | CFO        | 10.6.15 referred to DCS to undertake review<br>28.07.15 project yet to commence<br>18.8.15 information to be available for December Meeting<br>24.11.15 Matter not progressed<br>1.4.16 Report to May meeting<br>27.05.16 DA adopted by Council April 2016<br>20.10.16 CFO to review all facility contribution for 17/18 budget<br>27.6.17 In Progress                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |               |
| 24.03.15    | 2/2015/4   | That Walgett Shire Council write to the minister for Western NSW, The Hon Kevin Humphries MP requesting the following:<br>1. That Crown lands investigate the establishment of a community based trust to manage the Lightning Ridge Crown Reserve.<br>2. That the committee should have representatives from LRMA, GGSMA, WSC and from the community via ministerial and or local member appointments, with technical advisors from Crown Lands and NSW Trade and Investment, Division of Resources & Energy.<br>3. That the trust elect internally its own executive and Chair. 4 Seek funding from Minister to prepare a Management Plan for the Reserve and a feasibility study on the acquisition of potential opal bearing lands. | GM         | 20.4.15 Letter to New Minister<br>10.06.15 issue raised with new Minister<br>06.08.15 meeting held with new minister in Sydney<br>18.8.15 Report to August Meeting<br>31.10.15 Trust being established<br>19.07.16 awaiting appointment of industrial chairperson.<br>31.1.17 Crown Lands representatives to address council February council meeting<br>28.2.17 Awaiting Ministerial announcement<br>5.4.17 GM nominate as additional Council delegate<br>16.10.17 awaiting ministerial appointments<br>19.3.18 Appointments gazetted                                                                                                                                                                                                                                                                                                                                                                                                                                       |               |

WALGETT SHIRE COUNCIL AGENDA – 28 August 2018 – ORDINARY COUNCIL MEETING

|          |            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |  |
|----------|------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| 24.03.15 | 2/2015/38  | <p>1. That Council receive and note the report</p> <p>2. That Council endorse the action taken by General Manager to commence the weir raising project</p> <p>3. Resolve the issue of ownership of the weir and approve to raise the weir height.</p>                                                                                                                                                                                                                                                                                                                                                                             | DETS | <p>Consultant engaged</p> <p>Site investigation is scheduled on 25-26th June 2015</p> <p>Site investigation for, geotech, REF and Heritage and historical items completed.</p> <p>Detail design is progressing.</p> <p>14.09.15 Detail design of weir is progressing.</p> <p>Weir ownership issue was discussed and agreed in principal between Water NSW and Council.</p> <p>28.4.17 WNSW writes to DPI Fisheries advising that they would only consider the project if section 128 obligation are not borne by them.</p> <p>22.6.17 Infrastructure NSW, Council and Public Works held teleconference to discuss resolution of standoff between WNSW and DPI Fisheries regarding fishway funding.</p> <p>18.09.17 Infrastructure NSW advised Council to apply for additional funds for the fishway.</p> <p>20.10.2017 Council applied for additional funding under SSWP and received invitation for a detailed application.</p> <p>23.11.17 Meeting scheduled for December 2017 to discuss ownership</p> <p>24.1.18 Business case submitted for SSWP funding.</p> |  |
| 24.04.16 | 26/2016/3  | <p>1. That the content of the report be noted</p> <p>2. That the CFO develop a strategy for the Lightning Ridge Showground and report back to Council with building alternatives, site location, cost estimates for a new kiosk.</p>                                                                                                                                                                                                                                                                                                                                                                                              | CFO  | <p>27.05.16 Nil</p> <p>20.10.16 Town Planner developing on master plan for facility</p> <p>27.6.17 In progress</p> <p>23.11.17 Grant application for multi-purpose facility for LR showground unsuccessful</p> <p>13.12.17 CFO to investigate alternative funding &amp; design</p> <p>19.4.18 New grant application SCC Round 2</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |  |
| 24.04.16 | 29/2016/3  | <p>1. Note the 7 submissions for the Draft Walgett Shire Council Rural Residential Land Use Strategy.</p> <p>2. Prepare a planning proposal for the Department of Planning and Environment to rezone to R5 Rural Residential Walgett Candidate Area Two (Lot 42 DP 750291 and Lot 80 DP 750291), and the existing Council owned subdivision in Lightning Ridge (Lots 1-73 DP 838673).</p> <p>3. Undertake any subsequent community consultation required under the provisions of the Environmental Planning and Assessment Act 1979 and the Environmental Planning and Assessment Regulation 2000.</p>                            | DES  | <p>20.08.2018: The NEW DRAFT Strategy has been submitted to DOPE for endorsement.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |  |
| 31.05.16 | 4/2016/29  | <p>Resolved:</p> <p>1. Note the letter from George Mulder received 15 April 2016.</p> <p>2. Inspect 6 Windlass Ave, Lightning Ridge (Lot 1, DP 827710) within 21 days to determine what works remain to be completed to comply with the:</p> <p>a) Building Permit 31/94 and the Building Code of Australia in force at that time,</p> <p>b) Environmental Planning and Assessment Act 1979 and associated regulation.</p>                                                                                                                                                                                                        | DES  | <p>18/02/2018. Legal advice (verbal) has been obtained as to how to proceed with this matter, given the costs involved in resolving the issue. A further report is required to Council for action.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |  |
| 26.07.16 | 14/2016/8  | <p>That the General Manager's report with regards the Fixing Country Roads Programme:</p> <p>1. Be received and noted.</p> <p>2. That a further report be submitted to the August meeting detailing a revised works programme for 2016/17 together with revised funding arrangements.</p> <p>3. Council adopt the revised tender documentation approach detailed above to cater for the possible introduction of competitive tendering for future grant works.</p> <p>4. Council commence negotiations with staff and relevant unions to address the various issues likely to arise when competitive tendering is introduced.</p> | GM   | <p>30.1.17 awaiting calling of EO's for Round 3 of programme and Councils bid on SR103</p> <p>18.4.17 Councils bid for SR103 on short list for funding</p> <p>1.8.17 5.4 million approved awaiting funding agreement before proceeding</p> <p>16.10.17 Awaiting funding agreement</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |  |
| 25.10.16 | 11/2016/18 | <p>1. That Council receive and note the Collarenebri Cricket Pitch Report.</p> <p>2. Council seek funding for the construction of new cricket pitch suitable for the football field in Collarenebri</p>                                                                                                                                                                                                                                                                                                                                                                                                                           | CFO  | <p>2.11.16 Council to consider construction of a turf pitch as a project under drought employment program.</p> <p>27.6.17 In progress</p> <p>18.4.18 Investigations under way to place new pitch at School Oval or Recreation ground</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |  |
| 22.11.16 | 12/2016/4  | <p>Council hold a workshop for Councillors following the appointment of the Director of Engineering / Technical Services to examine the service levels of all Shire Roads.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                    | DETS |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |  |
| 22.11.16 | 12/2016/24 | <p>1. Defer the consideration of \$160,000 for the Lightning Ridge CBD Upgrade till the December Meeting 2016 to allow further discussions by Council.</p> <p>2. Allocate the Walgett CBD Upgrade funds balance of \$80,335 to fully fund removal of heavy gauge wire screens and replace them with 'Crim-Safe' mesh, as required.</p> <p>3. Write to Walgett businesses with heavy gauge wire screens and offer to replace them with 'Crim-</p>                                                                                                                                                                                  | DES  | <p>7.06.2018 New Concept Report for Walgett CBD upgrade report currently being developed.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |  |

WALGETT SHIRE COUNCIL AGENDA – 28 August 2018 – ORDINARY COUNCIL MEETING

|          |            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |  |
|----------|------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
|          |            | Safe' mesh.<br>4. Give public notice of allocation of Walgett CBD Upgrade funds to individual businesses for a minimum of 28 days, by:<br>- Advertising the strategy in the Walgett Spectator.<br>- Making the strategy available as a pdf file via Council's web site.<br>5. Allocate the \$157,246 balance of Collarenebri CBD Upgrade funds to paving.                                                                                                                                                                                                                                                        |      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |  |
| 13.12.16 | 13/2016/16 | 1. Develop a vision for the Walgett Shire Council Waste Management Strategy;<br>2. Prepare an RFQ for a consultant to prepare a waste management strategy for the Walgett Shire Council incorporating a number of models for comparison based on Council's vision.                                                                                                                                                                                                                                                                                                                                               | DES  | 7.06.2018 – DRAFT Strategy in development. Waste Audit at LR and Walgett to occur early September 2018.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |  |
| 28.03.17 | 1/2017/27  | That Council receive and note the information. Council's GIS Officer, DES and Senior Environmental Health Officer to conduct vegetation studies against the new maps as proposed by NSW RFS and any counter proposals to be submitted to the NSW RFS in due course.                                                                                                                                                                                                                                                                                                                                              | DES  | 7.06.2018 – Council at the May meeting agreed to attend a Skype meeting with RFS. DES awaiting confirmation from RFS as to a suitable date for the meeting to occur.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |  |
| 28.03.17 | 1/2017/28  | Lightning Ridge CBD Upgrade<br>That Council review the options and costings of pavers, stencil crete and turf in Morilla Street<br>Lightning Ridge as part of the CBD upgrade program.                                                                                                                                                                                                                                                                                                                                                                                                                           | DES  | Council has lodged a grant for the proposed works under Stronger Country Communities Program.<br>8.2.18 Works to commence Feb 2018.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |  |
| 28.04.17 | 3//2017/5  | Investigate the feasibility of moving the Visitor Information Centre to Apex Park consulting with rate payers regarding Design and Position. One suggestion by a rate payer was to have a building made in the form of a large Silo. Inside the Silo would showcase information regarding Tourism and an outline of the History & Agricultural progression of the Shire                                                                                                                                                                                                                                          | GM   | 23.5.17 to be investigated July 2017<br>31.7.17 Being investigated as part of Regional Growth Funding proposal                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |  |
| 28.04.17 | 3/2017/22  | That Council considers realigning the 35km section of Ridge Road from Shermans Way and Burranbaa Road intersection to Angeldool Road intersection - Option 4 (Realignment across Big Warrambool).<br>That Council consult with affected landholders with regards to Option 4.<br>This option includes a bridge across Big Warrambool and land acquisition. Social, environmental impacts should be assessed before this option is implemented. In addition, geotechnical, hydrologic studies must be conducted for this option. Topographical survey and designs must also be completed prior to implementation. | DETS | 9.8.17 Surveyor engaged<br>22.8.17 Report to Council to resolve for compulsory acquisition.<br>5.9.17 GM and DETS held talks with Brian Lees, Al Lees and Norman Lees of Tipperary and Ringwood regarding alignment next to their property. They will sketch their preferred alignment and send to Council.<br>21.11.17 DETS held talks with Peter Scoles. He has indicated no objection.<br>7.12.17 Consulting held with Brian, Sue and Nathan Lees of Tipperary. Three options selected. DETS to cost options and hold further consultation with Lees's.<br>12.04.18 DETS meets Lees's and all agree on Option 2.<br>16.08.18 Additional survey ongoing |  |
| 28.04.17 | 3/2017/25  | That Council using the "Open Tendering" method call Tenders for the restoration of the Colless Grandstand at the Walgett Showground.                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | CFO  | 27.6.17 In Progress – Request for Engineers Report<br>13.12.17 Engineers report required<br>5.2.18 waiting on information from structural engineer<br>18.4.18 Engineer inspected facility, costing and report underway<br>21.8.18 Costing for refurbishment underway                                                                                                                                                                                                                                                                                                                                                                                      |  |
| 23.5.17  | 4/2017/18  | That the report regarding the Collarenebri Agency be received<br>That a Business Plan be completed for the Agency options<br>The Agency residence be made available for immediate lease                                                                                                                                                                                                                                                                                                                                                                                                                          | CFO  | 27.6.17 In Progress – Business plan underway & Lease of agency residence completed<br>18.4.18 Report due for May 2018 meeting<br>21.8.18 Council resolved to retain agency                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |  |
| 23.5.17  | 4/2017/23  | Walgett CBD Mesh Façade Removal<br>That Council resolve to amend the 22 November 2016 resolution. "Allocate the Walgett CBD Upgrade funds of \$80,335 to fully fund removal of heavy gauge wire screens and replace them with 'Crim-Safe' mesh, as required" to 'Allocate the Walgett CBD Upgrade funds balance of \$80,335 to fully fund removal of heavy gauge wire screens and replace them with "Crim-Safe' mesh or acrylic/ polycarbonate glass, as required'                                                                                                                                               | DES  | 7.06.2018 – New concept under consideration.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |  |
| 23.5.17  | 4/2017/31  | Local Government Reform – Western Division Group of Council – Strategic Proposal<br>That Council support the approach in the Western Division Group of Councils Strategic concept paper and make a four year commitment to the concept and commit to paying a \$9,000 (ex GST) p.a membership fee                                                                                                                                                                                                                                                                                                                | GM   | 23.5.17 Western Division advised<br>9.8.17 awaiting advice from Western Division<br>16.10.17 awaiting response from OLG<br>28.02.18 no decision by Western Division                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |  |
| 23.5.17  | 4/2017/34  | Lightning Ridge Bore Baths<br>1. Council receive the CFO report<br>2. Council make provision of \$100,000 in the 2017/18 budget for renewal of the Lightning Ridge Bore Bath between Nov 17 and April 18<br>3. Recommendations of the structural assessment be implemented<br>4. The General Manager arrange for a design and cost of the bore bath renewal and submit this to Council for consideration                                                                                                                                                                                                         | CFO  | 27.6.17 Quotation for design & construction to be called in coming months. Work to be carried out during November 17 to March 18<br>18.9.17 CFO in discussions with firm for engineers design<br>18.10.17 CFO Issued purchase order for design of new tank<br>22.11.17 Draft plan Received -RFQ to be issued<br>13.12.17 Waiting on new specifications & plan<br>18.4.18 Project postponed until November 2018.<br>18.4.18 RFQ to be issued and contractor engaged prior to October 2018                                                                                                                                                                  |  |
| 29.06.17 | 6/2017/19  | That Council adopt the following package of economic development incentives;                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | GM   | 7.8.17 GM preparing media releases and formal package document.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |  |

|          |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |      |                                                                                                                                                                                                                                                       |  |
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|          |           | 1. Development facilitation<br>2. Refunding of Development application fees<br>3. Section 94 Concessions<br>4. Service and connection fees<br>5. Online support<br>6. Employee subsidies<br>7. Building Protection/Beautification                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |      | 16.10.17 packages in draft                                                                                                                                                                                                                            |  |
| 29.06.17 | 6/2017/32 | 1. That Council approves RFDS SE section's proposal to develop and implement RNAV procedure for Collarenebri Aerodrome, subject to identification of costs implications of certifying/registering the Aerodrome.<br>2. That Council approves annual expenditure on installation of an additional IWI, RNAV maintenance (\$15,000 p.a.), safety inspection (\$5,000 p.a.) and ongoing/additional training for AROs.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | DETS | Investigation into cost implications and feasibility of certifying / registering the aero drome is ongoing.<br>16.08.18 Cost for certifying/registering the Aerodrome reported by RFDS to outweigh benefit of RNAV. So the proposal has been shelved. |  |
| 29.06.17 | 6/2017/36 | 1. WDSC provide 100mm filtered connection ONLY for firefighting purposes. If an extension is required from Council's 100mm main it be at WDSC's cost.<br>2. Council reclassify the proposed 100mm filtered connection as a "firefighting hydrant" which does not attract an annual charge.<br>3. WDSC at their expense convert the existing 100mm raw water connection to a 25mm raw metered connection and Council levy the appropriate access charge, as per (5) below.<br>4. Council write off the 100mm raw water charges incorrectly raised in 2015, 2016 and 2017 totalling \$33,357.17 plus any interest charges.<br>5. Council levy a non-residential access charge for a non-residential raw water charge for 2015, 2016 and 2017 totalling \$2,101.73 for the 25mm raw water connection.<br>6. Council ensure that the WDSC has a suitable filtered water connection and access charge in place.<br>7. The above be conditional on the Club commencing its own (Internal) firefighting compliance program which must be completed within six (6) months.<br>And further that<br>A physical onsite audit of the Walgett Shire water supplies reticulation system be carried out within six (6) months to ensure all other major water supply users are correctly connected, classified and appropriately charged. | CFO  | Letter written to WDSC<br>18.9.17 WDSC has met with WSC representatives to establish requirements<br>22.11.17 In progress<br>5.2.18 Representatives from WDSC met with Council staff & Environmental Services                                         |  |
| 22.08.17 | 8/2017/11 | That Council make a contribution of \$10,000 towards the cost of the "Fit for Purpose Infrastructure Study" being undertaken by the Moree based Grower Cooperative Limited provided that MPSC, Narrabri Shire Council, Gwydir Shire Council and CRDC make a matched contribution to the study.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | GM   | 22.8.17 Advised GrowerCo of Council's approval – requested invoice<br>23.11.17 Awaiting invoice for payment                                                                                                                                           |  |
| 22.08.17 | 8/2017/33 | That Council:<br>1. Adopt the Model Code of Conduct for Local Councils in NSW prescribed by Regulation 193(1) of the Local government (General) Regulation 2005 and published in the Gazette on 13 November 2015;<br>2. Adopt the Procedures for the Administration of the Model Code of Conduct for Local Councils in NSW prescribed by Regulation 193(2) of the Local Government (General) Regulation 2005 and published in the Gazette on 7 December 2012;<br>3. Delegate to the General Manager the authority to appoint a Complaints Coordinator as prescribed by the Model Procedure, and<br>4. Adopt the Orana Regional Organisation of Council's panel of Conduct Reviewers as Council's panel of Conduct Reviewers.<br>5. Provision be made in the 17/18 budget for \$10k to cover the cost of code of conduct reviews.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | GM   | 22.8.17 Documents adopted<br>01.9.2017 M/s Bronte Kerr appointed as complaints co-ordinator<br>30.09.2017 \$10k allocation in QBRS review<br>20.03.18 Review to be tabled at March 2018 Meeting                                                       |  |
| 26.09.17 | 9/2017/25 | That Council resolve to acquire Mr. and Mrs Raymond Pike's land within which the current Council-maintained section of O'Neils Road runs, then surrender the Council-Controlled section of corridor to Mr And Mrs Raymond Pike.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | DETS | 8.9.17 DETS hold talks with Mr Raymond Pike and his wife. They verbally agreed to the swap.<br>5.11.17 Quotes received for cadastral survey<br>30.03.18 Cadastral survey completed                                                                    |  |
| 26.09.17 | 9/2017/26 | 1. That Council resolves to authorise acquisition by compulsory process, of the Walgett Levee corridor through Lot 7024 DP1021106, Lot 7012 DP1021112, Lot 7301 DP1155276, Lot 7013 DP1030416, Lot 7300 DP1155957, Lot 702 DP1051575, Lot 7001 DP1051908, Lot 3 DP1123824, Lot 703 DP1056310, Lot 7031 DP1055946 and Lot 7009 DP1055947.<br>2. That Council resolves to make an application to the Minister to approve the compulsory acquisition process.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | DETS | 5.11.17 Quote received for cadastral survey<br>10.1.18 Quote accepted<br>16.08.18 Survey ongoing                                                                                                                                                      |  |
| 26.09.17 | 9/2017/27 | 1. That Council engage a consultant for the investigation of the alternatives to improve pre-treatment and prepare a concept design & business case for funding for the Collarenebri Water Supply.<br>2. That Council proceeds with the compulsory acquisition of additional land for the construction of                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | DETS | 8.10.17 Council lodges EOI under SSWP<br>9.1.18 Council invited for detailed application<br>26/02/2018 Detailed application submitted.                                                                                                                |  |

WALGETT SHIRE COUNCIL AGENDA – 28 August 2018 – ORDINARY COUNCIL MEETING

|          |            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |            |                                                                                                                                                                                                                                                                    |          |
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|          |            | recommended pre-treatment.<br>3. Lodge an expression of interest (EOI) for the safe and secure water programme.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |            |                                                                                                                                                                                                                                                                    |          |
| 26.09.17 | 9/2017/29  | Council has approved expenditure for matching grant funds for the shade shelter over the playground in Gray Park.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | CFO        | 18.10.17 Quotations underway<br>13.12.17 Waiting on engineers specifications<br>5.2.18 New quotations underway<br>18.4.18 Existing shade to be removed and a purchase order to be issued to contactor for construction<br>21.8.18 works to be completed by 30/9/18 |          |
| 24.10.17 | 10/2017/20 | 1. Allocate funds from the Walgett Shire Council Local Heritage Fund 2017-2018 in the following manner:<br>a) \$5,000 to Ben Wilcox to stabilise and restore Barwon Vale Homestead, Walgett.<br>b) \$550.00 to Burren Junction CWA to repaint the exterior of the building.<br>c) \$1,100.00 to Lightning Ridge Historical Society to upgrade termite protection of the Bush Nurse Cottage.<br>d) \$5,000 to The Special District of Walgett and Collarenebri to upgrade air-conditioning of St John's Anglican Church, Collarenebri.<br>2. Seek further information in regards to Neil Fletcher application for the upgrade to the kitchen of Tattersalls Hotel, Collarenebri.                                                                                                 | DES        | 7.06.2018 – acquittals submitted to OEH and finalised.                                                                                                                                                                                                             | COMPLETE |
| 24.10.17 | 10/2017/29 | 1. That Council apply for an interim heritage order<br>2. Seek clarification on the situation on the Minister's office and from LAC<br>3. Request a copy of the report from the Police property branch in relation to the building                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | DES        | Council has advised NSW Police of its intentions, GM and staff have met with the local Police Commander on site, negotiations are continuing.<br>8.2.18 Works have been stopped. Advice to be received from NSW Police.                                            |          |
| 28.11.17 | 11/2017/14 | That Walgett Shire Council continue to push to be allowed to join in as a voting member of OROC joint organisation and seek confirmation that the Western Division Initiative concept will not proceed and Walgett Shire will be able to continue as a stand-alone council.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | GM         |                                                                                                                                                                                                                                                                    |          |
| 28.11.17 | 11/2017/37 | That Walgett Shire Council resolve on compassionate grounds to waive the pound fees of \$1,565.00 and release the dog to a person nominated by the Estate of Ms P Dennis.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | DES        | 12.12.17 Crown Lands notified Council that license not likely before end of 2017. Council applied for EOF to Restart NSW.                                                                                                                                          | COMPLETE |
| 28.11.17 | 11/2017/3  | 1. That Council receive and note this report and<br>a. Investigate & proceed with land acquisition process for land required for installing the Wind Indicator for Runway 10.<br>And/or<br>b. Allocate additional funding in the budget for constructing an AWIB & ongoing commitment to the budget for operation & maintenance.<br>c. Commence using Runway 28 straight in approach once windsock and safety case approved by CASA.                                                                                                                                                                                                                                                                                                                                            | DETS       | Safety case lodged with CASA<br>28/02/2018 Crownlands license received.<br>30.03.18 IWI installed<br>16.08.18 CASA coming in September 2018 to assess the runway extension                                                                                         |          |
| 19.12.17 | 12/2017/2  | Richard Buckley of Nes's Puddling Dam inc – letter received<br>Council deferred for consideration at the February meeting                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | DES        | 7.06.2018 – to be referred to DETS for action.                                                                                                                                                                                                                     |          |
| 19.12.17 | 12/2017/11 | Local Government Refroms – Joint Organsation Announcements<br>WSC consider joining a Joint Organisation once it has the opportunity to review both the new legislation and supporting regulations and had discussion with surrounding Councils                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | GM         | Report to February Meeting                                                                                                                                                                                                                                         |          |
| 19.12.17 | 12/2017/16 | Place naming request Burren Junction Park                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | DES        | 7.06.2018 – GNB advised initial approval of the park naming, subject to their own consultation. TBA further.                                                                                                                                                       | COMPLETE |
| 19.12.17 | 12/2017/24 | Walgett CBD Car Park – From the GM report – action proposed of drafting a memorandum of understanding be endorsed                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | GM         | MOU being drafted                                                                                                                                                                                                                                                  |          |
| 19.12.17 | 12/2017/25 | Collarenebri Sportsgrounds amenities building – the Council endorse the actions of the CFO in advising Murdi Paaki Regional Rugby League Council that the Council accept the new amenities building asset for the Collarenebri Sports Ground as per concept proposal and the Council shall accept liability for ongoing future maintenance                                                                                                                                                                                                                                                                                                                                                                                                                                      | CFO        | 5.2.18 Proposal in the planning phase                                                                                                                                                                                                                              |          |
| 8.02.18  | 1/2018/2   | That Council:<br>1. Defer any Special Rate Variation Application to IPART to fund the upgrade of the strategic rural road network until such time as there is majority support for such a proposal.<br>2. Continue to work with the community to achieve a greater level of understanding of the cost and level of services and facilities it provides.<br>3. Lobby relevant state agencies to address an adequate level of maintenance of the road infrastructure network on the opal fields<br>4. Concentrate on providing a consistently high quality water supply to all towns within the Shire.<br>5. Arrange for an independent community satisfaction survey to be undertaken within the next six months.<br>6. Investigate the re-establishment of precinct committees. | GM/<br>CFO | 19.03.18 ongoing                                                                                                                                                                                                                                                   |          |



WALGETT SHIRE COUNCIL AGENDA – 28 August 2018 – ORDINARY COUNCIL MEETING

|          |            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |              |                                                                                                                                               |          |
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|          |            | 7. Lobby the State Government to open Opal Prospecting Area (OPA) 4.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |              |                                                                                                                                               |          |
| 13.02.18 | 2/2018/20  | That Council transfer \$20,000 from the Burren Junction Hall capital allocation in 17/18 to the Burren Junction Hall Toilet project.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | CFO          | 18.4.18 to be transferred at 31 <sup>st</sup> March 2018<br>21.8.18 completed                                                                 |          |
| 13.02.18 | 2/2018/32  | That the report on the Glengarry, Grawin, Sheeppard Miners Association Inc be deferred till March 2018.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | CFO          | 18.4.18 GM to report to April 2018 meeting<br>21.8.18 payment made                                                                            |          |
| 13.02.18 | 2/2018/33  | 1. That Council rejects the request for water connection to the property on Lot 100 DP 1076808 since it is located in a non-urban residential zone, and current relevant policy does not permit such connections.<br>2. The Director of Environmental Services to provide a report to the March Council meeting in relation to the illegal water connections in each town after researching previous reports presented to Council.                                                                                                                                                                                                                                                                                                 | DETS/<br>DES | 15.02.18 Applicant advised of resolution<br>7.06.2018 – GIS Continuing to map illegal water connections to be provided to DETS in due course. |          |
| 27.03.18 | 3/2018/16  | 1. That Council formally agree to the membership of Mr. Owen Hardy, Ms. Angie Kersten and Mr Brett Stevens to the Burren Junction Bore Bath 355 Committee.<br>2. A report on fee collection to be prepared for April, 2018 meeting.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | CFO          |                                                                                                                                               |          |
| 27.03.18 | 3/2018/25  | 1. That Council receives and notes the report.<br>2. Council make approaches to Resource and Energy Department through the Member for Barwon to identify possible voids from former mining operations under key streets in the Lightning Ridge Township.                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | DETS         |                                                                                                                                               |          |
| 01.05.18 | 5/2018/7   | Can a feasibility study be undertaken into the provision, by Council, of a bus to transport high school students on a daily basis from Walgett to Lightning Ridge High School.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | GM           |                                                                                                                                               |          |
| 01.05.18 | 5/2018/8   | That the contract for the Walgett/Collarenebri Swimming Pool be extended to include school holidays eg. Easter, End of Term I and term III and also investigate the option of including the Walgett Bore baths into the contract during the winter season.                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | CFO          | 21.8.18 Pool manager has agreed with proposal                                                                                                 |          |
| 01.05.18 | 5/2018/20  | Council note the above report in relation to a three month trial with North West Vets to provide euthanasia services to Council and anticipate a summary of the trial to be tabled in a full report to Council.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | DES          | 20.08.2018 – FINAL report to Council August 2018. On-going relationship to continue.                                                          |          |
| 01.05.18 | 5/2018/21  | Rename the Burren Junction Park to 'Coronation Park' as it is the most frequently suggested name by the community and include the words 'kindly donated by Bill Finley' on the plaque.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | DES          | 7.06.2018 – Awaiting final response from GNB.                                                                                                 | COMPLETE |
| 01.05.18 | 5/2018/28  | It would be appropriate for Council to enter into negotiations with the DoL as the agency responsible for Western Land Leases/Crown Land to undertake maintenance of the private roads on which the "car door tours" operate or alternatively take the necessary steps to dedicate them as public roads.                                                                                                                                                                                                                                                                                                                                                                                                                           | GM           |                                                                                                                                               |          |
| 01.05.18 | 5/2018/29  | That Council commence a dialog in relation to the dedication of "backbone" tracks on the opal fields as public roads by DoL under the care and control of Walgett Shire Council with funding sourced by Department of Resources and Energy through mineral claims/licences be made available to Walgett Shire Council for routine maintenance.                                                                                                                                                                                                                                                                                                                                                                                     | GM           |                                                                                                                                               |          |
| 22.05.18 | 8/2018/9   | That Council development of a footpath policy for all towns and villages in the Shire.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | DES          | 20.08.2018 – report to Council August 2018 for resolution.                                                                                    |          |
| 22.05.18 | 8/218/14   | That Council agree to partner in the State Government's proposal to re-introduce RPT air services to the Shires of Walgett, Bourke and Cobar.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | GM           | Matter being progressed through JOC                                                                                                           |          |
| 22.05.18 | 8/2018/15  | That Walgett Shire consider accepting the offer to join the Association of Mining and Energy Related Councils (NSW) Incorporated at an annual cost of \$7,630.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | GM           | Council now a member & note next meeting 9 November in Crookwell                                                                              |          |
| 22.05.18 | 8/2018/16  | Northern Joint Organisation – Membership<br>Refer To Minutes For Full Resolution                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | GM           | See report to this meeting – next meeting of JOC on 6 September.                                                                              |          |
| 22.05.18 | 8/2018/27  | That Council conduct the appropriate public consultation regarding the naming of the access road in compliance with NSW Addressing User Manual – September 2016 and the Roads Regulation Act 2008.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | DES          |                                                                                                                                               | COMPLETE |
|          | 8/2018/32  | 1. Extend the existing contracts separately for Landfill Operations & Maintenance of Walgett & Lightning Ridge by five (5) months for completion on 31 <sup>st</sup> November 2018 with an option for further extensions to occur and incorporating the phase out and take over period in accordance with the above report and in accordance with the relevant Acts & Guidelines.<br>2. That Council consider the offer to purchase plant and equipment from David & Greg Lane in accordance with Council's Procurement Policy. That Council staff undertake inspections of the plant and equipment available for purchase and seek information in relation to any upgrades or repairs required prior to making any counter offer. | DES          | 7.06.2018 – LR and Walgett contracts have been extended with D & G Lane for five months.                                                      | COMPLETE |
| 26.06.18 | 10/2018/16 | Cross Border Tourism Concept- That the General Manager's report be received and noted and the action taken be endorsed with seed funding of \$5,000 being included in Council's 2018/19.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | GM           | No further progress                                                                                                                           |          |
| 26.06.18 | 10/2018/22 | That Council finances the fencing project from a transfer from the Lightning Ridge toilet upgrade reserve in 18/19, and the \$20,000 be placed into the Len Cram park fence reserve at the 30th June                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | GM           |                                                                                                                                               |          |

WALGETT SHIRE COUNCIL AGENDA – 28 August 2018 – ORDINARY COUNCIL MEETING

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|          |            | 2018.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |      |                                                                                                                                                                                                                  |          |
| 26.06.18 | 10/2018/28 | That the General Manager's Report be received and noted and the action being taken be endorsed and further that a small working party be established to identify and investigate possible projects for Collarenebri.                                                                                                                                                                                                                                                                                                                                                                    | GM   | Matter being followed up with Warren & Balonne Shire Councils                                                                                                                                                    |          |
| 26.06.18 | 10/2018/30 | That Council (a) Conduct a broad community consultation meeting with local community and showground user groups to determine if users would like the grandstand replaced, and if community support is for a new grandstand Councils proceeds with (b) (c) and (d),<br>(b) Council call for quotations to demolish the existing Colless grandstand<br>(c) Council acquire quotations for the construction of 3 X 5 Tier X 6 m wide prefabricated grandstand system to be erected on the site of the old Colless grandstand.<br>(d) The new structure be called the "Colless Grandstand". | CFO  | 21.8.18 A second community meeting to be arranged for late September 2018                                                                                                                                        |          |
| 26.06.18 | 10/2018/33 | 1. That Council accepts the tender for Replacement of Kerb and Gutter in Fox St (Euroka – Wee Waa) RFT18/015 from Allkerb in the sum of \$187,306.68 including GST, in accordance with the specifications forming part of the tender document, AND<br>2. That Council accepts the tender for Replacement of Footpath in Fox St (Euroka – Wee Waa) RFT18/016 from Paul Weeks in the sum of \$498,500.00 including GST, in accordance with the specifications forming part of the tender document,<br>Subject to Allkerb and Paul Weeks using local labour during the works.              | DETS | 10.08.18 Contracts awarded                                                                                                                                                                                       |          |
| 24.7.18  | 12/2018/9  | Council seek clarification and advice from the Office of Local Government with regards the cross regional planning boundary issue and ongoing secretariat funding issue before considering the request to support from Coonamble Shire.                                                                                                                                                                                                                                                                                                                                                 | GM   | No further information – will pursue with JOC Councils                                                                                                                                                           |          |
| 24.7.18  | 12/2018/10 | That Council receive and note the General Manager's report, approach the Federal Government for an extension of the Drought Communities Programme in light of the continuing drought being experienced, not only in Council's area, but across inland NSW and Southern Queensland as well and delegate authority to vary Council's Organisational Structure should the need arise to engage additional staff.                                                                                                                                                                           | GM   | Significant announcement made by Prime Minister on 19/08 – awaiting details on Council involvement. Reviewing already flagged possible projects. Hopefully additional information will be available for meeting. |          |
| 24.7.18  | 12/2018/15 | 1. That the Council write-offs \$196,101.44 as per Council's Abandonments Register as at 30th June 2018.<br>2. Place a draft motion to the Local Government NSW annual western division conference; the state government to fund 25% of any pensioner rate write offs.                                                                                                                                                                                                                                                                                                                  | CFO  | 21.8.18 Complete                                                                                                                                                                                                 |          |
| 24.7.18  | 12/2018/16 | 1. That a budget adjustment of \$1,511 increasing the 2018-2019 budget from \$16,847 to \$18,358 be approved.<br>2. That the applications for a donation received and due to be received from eligible churches and not-for-profit organisations as per the attached list are approved and the rebates on annual service charges as detailed therein be granted for 2018-2019.<br>3. Council review the section 356 - Rebate to churches and other not for profit organisations policy and procedure.                                                                                   | CFO  | 21.8.18 to be completed at September 2018 QBR                                                                                                                                                                    |          |
| 24.7.18  | 12/2018/17 | 1. That Council adopt the attached Quarterly Budget Review Statement for 30th June 2018 as tabled.<br>2. A report be presented to the August Council meeting detailing the last three years of carried forward funds for maintenance grading including the 2017/2018 funds.                                                                                                                                                                                                                                                                                                             | CFO  | 21.8.18 Completed<br>21.8.18 To be tabled                                                                                                                                                                        |          |
| 24.7.18  | 12/2018/24 | Note the above and endorse the actions of the Director Environmental Services to write to Mrs Sue Cox advising of the importance of the involvement and approvals of the appointed person.                                                                                                                                                                                                                                                                                                                                                                                              | DES  |                                                                                                                                                                                                                  | COMPLETE |

## 11.1.2 LOCAL GOVERNMENT WEEKLY RECEIVED FROM THE LGNSW

**REPORTING SECTION:** Executive  
**AUTHOR:** Paul Mann – Acting General Manager  
**FILE NUMBER:** 18/260

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### **Summary:**

Copies of weekly circulars published in 2018 received from Local Government NSW since the last Council meeting have been distributed to Councillors. The Local Government weeklies are emailed to Councillors when published from LGNSW.

### **Background:**

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

LGNSW Weekly 10 August 2018

- Stronger Communities Funding
- Community Sport Infrastructure Grants
- Support for Drought-Impacted Towns
- New Accounting Standards

LGNSW Weekly 3 August 2018

- Amendments to Retail Land Use Definitions

LGNSW Weekly 27 July 2018

- Recycling and Waste Grants
- Responsible Gambling Fund Grants
- Local Contributions Plan Review

LGNSW Weekly 20 July 2018

- LGNSW Annual Conference 2018
- Councils Working to Prevent Violence Against Women
- Help Shape Small Business Policy
- Local Government (State) Award 2017
- Review of the Local Government Training Package

### **Current Position:**

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

Staff also have the task of following up and lodging applications for grant funding where funding for Council projects may be available, particularly when the notice given of grants available is done at short notice.

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

Nil

### **Governance issues:**

Senior Management Staff and Councillors are requested to regularly review weekly Circulars and keep abreast of Local Government issues occurring at Industry level.

### **Environmental issues:**

Nil

**Stakeholders:**

Councillors  
Walgett Shire Council staff

**Legal Issues:**

Nil

**Alternative Solutions/Options:**

Not Applicable

**Conclusion:**

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

| <b>Weekly's received from the Local Government NSW</b>                                                                                                                                                                                          |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <p>That the information contained in the weekly circulars dated 20/07/18, 27/07/18, 03/10/18 &amp; 10/08/18 from the Local Government NSW be received and noted.</p> <p><b>Moved:</b></p> <p><b>Seconded:</b></p> |

**Attachments:**

Nil

### 11.1.3 CIRCULARS RECEIVED FROM THE NSW OFFICE OF LOCAL GOVERNMENT

**REPORTING SECTION:** Executive  
**AUTHOR:** Paul Mann – General Manager  
**FILE NUMBER:** 18/260

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**Summary:**

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

**Background:**

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

2 Aug 2018: Guidance to councils on transitioning to the new Australian Accounting Standards

16 Aug 2018: 2018-19 Calendar of Compliance and Reporting Requirements

**Governance Issues:**

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

**Stakeholders:**

Councillors and Walgett Shire Council staff

**Financial Implications:**

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

**Legal Issues:**

Nil

**Conclusion:**

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

| Circulars Received From the NSW Office of Local Government                                                                                                                                                                                                                             |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <p>That the information contained in the following Departmental circulars published 2 Aug 2018 and 16 Aug 2018 from the Local Government Division Department of Premier and Cabinet be received and noted.</p> <p><b>Moved:</b><br/><b>Seconded:</b></p> |

**Attachments:**

Circulars



Office of  
Local Government

## Circular to Councils

|                             |                                                                                            |
|-----------------------------|--------------------------------------------------------------------------------------------|
| <b>Circular Details</b>     | Circular No 18-20 / 02 August 2018 / A600437                                               |
| <b>Previous Circular</b>    | NA                                                                                         |
| <b>Who should read this</b> | General Managers / Financial accounting business areas                                     |
| <b>Contact</b>              | Laura Love / (02) 4428 4178 / <a href="mailto:code@olg.nsw.gov.au">code@olg.nsw.gov.au</a> |
| <b>Action required</b>      | Information / Council to Implement                                                         |

### Guidance to councils on transitioning to the new Australian Accounting Standards

#### What's new or changing

- The Australian Accounting Standards Board (AASB) is making a number of options available to entities on transition to the new standards:
  - AASB 9 Financial Instruments
  - AASB 15 Revenue from Contracts with Customers
  - AASB 16 Leases
  - AASB 1058 Income of Not-for-Profit Entities

#### What this will mean for your council

- The Office of Local Government has prepared a Guidance Paper, which provides councils with specific direction on adopting the new standards.
- Further guidance material and information on the new standards will be provided in 2018-19.

#### Key points

- In order to achieve consistency and comparability OLG has elected a position on AASB options, which all councils must adopt on transition to the new standards.
- The new standards must be adopted on their respective mandatory effective dates, i.e. councils are not permitted to early adopt any of the standards.
- Councils should refer to the Guidance Paper when preparing their transition arrangements.

#### Where to go for further information

- The Guidance Paper and further information regarding the new Standards can be found at:  
<http://www.olg.nsw.gov.au/strengthening-local-government/supporting-and-advising-councils/accounting-practice>

**Tim Hurst**  
Chief Executive

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 Locked Bag 3015 NOWRA NSW 2541  
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 E [olg@olg.nsw.gov.au](mailto:olg@olg.nsw.gov.au) W [www.olg.nsw.gov.au](http://www.olg.nsw.gov.au) ABN 44 913 630 046

Office of  
Local Government

## Circular to Councils

|                             |                                                |
|-----------------------------|------------------------------------------------|
| <b>Circular Details</b>     | Circular No 18-21 / 16 August 2018 / A598797   |
| <b>Previous Circular</b>    | 17-28                                          |
| <b>Who should read this</b> | Councillors / General Managers / Council staff |
| <b>Contact</b>              | Performance Team (02) 4428 4100                |
| <b>Action required</b>      | Information / Council to Implement             |

**2018-19 Calendar of Compliance and Reporting Requirements****What's new or changing**

- The [2018-19 Calendar of Compliance and Reporting Requirements](#) is now available for councils.

**What this will mean for your council**

- Councils should use the Calendar to assist in planning strategic and operational tasks for 2018-19.

**Key points**

- The Calendar includes key statutory and other reporting deadlines for councils.
- For new councils, some dates may have changed by Proclamation.
- The on-line Calendar of Compliance and Reporting, developed by the Office of Local Government (OLG), will be updated to reflect the 2018-19 Calendar.

**Where to go for further information**

- The Calendar of Compliance and Reporting is available on OLG's website at [www.olg.nsw.gov.au](http://www.olg.nsw.gov.au).

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#### 11.1.4 MONTHLY CALENDAR AUGUST - OCTOBER 2018

**REPORTING SECTION:** Executive  
**AUTHOR:** Paul Mann– General Manager  
**FILE NUMBER:** 18/260

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**Summary:**

Councillor's monthly calendar from August - October 2018 is provided.

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

It was resolved at the 28 September 2010 Ordinary meeting of Council to produce a monthly in-house calendar as a central focus point to allow Councillors and senior management staff to plan their activities and spread their work load having regard to upcoming commitments. It also avoids situations where some Councillors missed meetings or are not aware of when they have been scheduled. In addition, outside organisations have been requested to send meeting notice and minutes direct to Council's various representatives. Where notification is received meeting dates will be listed on the strategic tasks, events and meetings calendar and the representative(s) names flagged.

**Current Position:**

The calendar is attached. 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 note the information.

| Monthly Calendar August - October 2018                                                                                                                                         |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <p>That Council receive and note the regular monthly calendar for the period August - October 2018.</p> <p><b>Moved:</b><br/><b>Seconded</b></p> |



2018

AUGUST

| SUN | MON | TUE                                          | WED                                 | THU                                                       | FRI                             | SAT |
|-----|-----|----------------------------------------------|-------------------------------------|-----------------------------------------------------------|---------------------------------|-----|
| 29  | 30  | 31                                           | 1                                   | 2<br>Local Area Traffic Meeting / Youth Week Awards Night | 3                               | 4   |
| 5   | 6   | 7                                            | 8                                   | 9                                                         | 10                              | 11  |
| 12  | 13  | 14                                           | 15                                  | 16                                                        | 17                              | 18  |
| 19  | 20  | 21                                           | 22                                  | 23                                                        | 24<br>Date closed - GM Position | 25  |
| 26  | 27  | 28<br>Council Meeting Lightning Ridge - 10am | 29<br>Short listing - GM applicants | 30                                                        | 31                              | 1   |
| 2   | 3   | NOTES:<br><br>41                             |                                     |                                                           |                                 |     |



2018

OCTOBER

| SUN | MON | TUE                                                   | WED | THU | FRI | SAT |
|-----|-----|-------------------------------------------------------|-----|-----|-----|-----|
| 30  | 1   | 2                                                     | 3   | 4   | 5   | 6   |
| 7   | 8   | 9                                                     | 10  | 11  | 12  | 13  |
| 14  | 15  | 16                                                    | 17  | 18  | 19  | 20  |
| 21  | 22  | 23<br>Council Meeting -<br>10am - Council<br>Chambers | 24  | 25  | 26  | 27  |
| 28  | 29  | 30                                                    | 31  | 1   | 2   | 3   |
| 4   | 5   | NOTES:<br><br>43                                      |     |     |     |     |

### 11.1.5 FAR NORTH WEST JOINT ORGANISATION OF COUNCILS (FNW JOC)

**REPORTING SECTION:** Executive  
**AUTHOR:** Paul Mann – Acting General Manager  
**FILE NUMBER:** 18/260

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**Summary:**

To update Council following the initial meeting of the Far North West Joint Organisation of Councils (FNW JOC) held on 25 July 2018 and to note JOC grant proposal for identifying, assessing and identifying contaminated land plus developing policies for management in the future.

**Background:**

As detailed in the report to the June Meeting of Council the FNW JOC comprises the Councils of Bourke, Cobar and Walgett. As part of the inaugural meeting, Cr Lilliane Brady, Mayor of Cobar Shire was elected Chairperson and Mr Peter Vlatko, General Manager Cobar Shire appointed Interim Executive Officer. Cr Michael Taylor represented Council with the General Manager.

The member Councils also considered a number of draft documents for review and formal adoption at the next meeting including: Organisation Charter, Code of Conduct, Public Interest Disclosures and Payment of Expenses Policy. These documents are currently being reviewed by the General Managers of the three Councils to assist discussion and adoption at the next meeting. As the office of local Government no longer supports a generic Code of Meeting Practice the Cobar Shire Code will be used as a base initially.

As outlined in the June report State Government assistance will be available as follows:

- A “one off” grant of \$750,000 for each JO made up of \$500,000 to fund the cost of an executive officer and other support staff with each JO deciding who the executive officer will be, the terms of their employment and location;
- \$250,000 in financial assistance towards contracting Public Works for planning support.
- Funding of \$250,000 to each JO to update existing Western roads plans which are recognized by RMS
- \$5 Million tourism and culture funding under guidelines yet to be determined by the Deputy Premier. Each JO will administer, with support from member Councils, a programme which aims to build infrastructure that will drive growth in the visitor economy. Each JO will make the decisions about the allocation of funding within their region.
- Funding to Cobar, Bourke, and Walgett/Lightning Ridge to re-establish air services and ,once the cost of providing these services over a four year period is known, splitting any remaining funding between the two JOs to administer for upgrading airport infrastructure.

At this stage no decision has been made regarding Council contributions to the administration of the JOC and options will be explored at the next and future meetings. Council currently contributes to the Orana Region Organisation of Councils and, as the future of OROC is yet to be determined (as a result of the formation of both FNW and Orana JOCs) any contribution may be covered by this annual allocation.

In addition to the above formal motions to finalise establishment of the JOC and note the proposed funding the meeting resolved:

*That:*

*Dates for the EOI and details of the EOI of the Air Services need to be circulated from the DPC to the three Councils within two weeks.*

*The Government make it their priority to expedite the process so that the Air Service is available within the three LGA's as soon as possible but no later than the 30th September 2018.*

*The guidelines in relation to the \$5 Million for the Tourism and Culture Fund are provided to Council by the 6th August 2018.*

In a brief conversation with the Interim Executive Officer (16'08) it was noted that no further updates have been received from the State Government in respect of the funding outlined above or, in particular, detail of how the DPC / OLG will pursue the Air Services proposal.

*That:*

*The Executive Officer writes to all Councils requesting a list of strategic priorities for the Board to focus on.*

To assist discussions and the formation of a strategic management plan for the JOC each Council has been asked to submit priorities under the following headings:

1. Infrastructure Funding – transport, water and sewer, community facilities
2. Services – Health, Education, Community Development
3. Air Services.

and the following notes have been put together with input from the Director of Engineering and Technical Services to assist Council confirm its priorities.

**Infrastructure Roads** - Council has adopted and is progressing a program of significant road projects with substantial grant contributions and Council funding:

1. Come by Chance Road (links Walgett & Pilliga) - \$1.5m\*\* 6 klms
2. Gundabloui Road (links Gwydir Highway at Collarenebri with Mungindi) - \$1.5m\*\* 6 klms
3. Bugilbone Road -(Burren Junction and Pilliga) - \$5.44m\*\* 25klms

Council's contribution for these projects \*\* is \$300k each for 1 and 2 and \$810k for 3.

Additional grant funding is being sought for 6 klms of Gundabloui Road and 54 klms on Come by Chance Road under the Fixing Country Roads Program. Council has also noted that a total of some \$35m is needed for Ridge, Gundabloui, Merrywinebone and Carinda roads

Apart from serving the local community these improvements will add to the extensive freight and tourist network in the north and east of the shire.

No doubt there are other networks in and through the shire that could be pursued as joint projects with the JOC.

**Airports** – with the proposal to pursue the return of regular air services to the three Councils and, as I understand it, the introduction of larger planes for RFDS and Air Ambulance. it would seem appropriate that all ports in the shire be assessed and improvement works identified.

The DE&TS has prepared estimates for the widening of the Lightning Ridge runway to 23m - \$310k or 30m - \$725k. Note – it is expected some funds will be available from the allocation to establish regular air services.

**Water and Sewer** – for healthy and viable communities it is essential that water and sewer infrastructure is developed and maintained to a high standard and Council has identified a number of capital projects across the Shire.

- Walgett water – upgrading of switchboards and telemetry
- Lightning Ridge – installation of cooling towers & telemetry and then chlorination
- Collarenebri water – upgrade switchboards and telemetry
- Collarenebri water – pre-treatment and a new bore as back up supply.
- Cumborah and Grawin water – possible reticulation.
- Walgett sewer – upgrade switchboards and telemetry
- Walgett sewer – longer term – replace treatment plant.

The telemetry upgrade across the Shire is in vicinity of \$750k with only \$300k in 2018'19 budget. In addition Council has recently established a new bore at Grawin with no reticulation (2017) and has grant funding for new bore at Cumborah (\$946k not including reticulation which would cost some \$200k).

**Walgett Weir Pool** – Council is progressing, with Water NSW, raising the height of the weir and construction of a fish way with issues relating to ownership and access being reviewed. Additionally, issues relating to water for irrigation is critical for the area and The Northern Basin review should also be flagged as an issue for Councils as is ongoing and reliable flows from Keepit Dam to maintain the weir pool.

**Health** – Although not directly responsible for providing Health services Councils are expected to work with relevant Government Departments to ensure a range of facilities and services are available – Hospitals / MPS with emergency services, General Practitioners and Community Health. Recognising changes in health delivery Councils should also strive to ensure adequate transport infrastructure is in place to allow timely access to services – e.g. maintain airport to standard to allow operation of RFDS.

**Education and Law and Order** – together with Health these issues are of most concerns to communities and similar comments apply.

**Economic Development / employment generation** – for communities such as Walgett this issue is critical and would complement and support efforts in Health, Education and Law and Order.

**Joint Project** – Development of policy and procedure to comply with the Contaminated Land Management Act 1997 and the State Environment Planning Policy No.55.

With Bourke and Cobar Councils, an application has been submitted under the Council Regional Capacity Building Program (CRCBP) for funding to employ a knowledgeable and experienced CRCB Officer. The project will assist Councils management of contaminated land and improve contaminated land technical capabilities in regional areas. The CRCB

Program will provide resources, access to expertise and training and the development of contaminated land policies and procedures to assist with the handover over of the regulation of Underground Petroleum Storage Sites (UPSS).

The project will involve grant funding of some \$140,000 and total in kind contribution of some \$20,000 from each Council.

**Relevant Reference Documents:**

LG Act NSW 1993 and JOC Regulations, various Funding Agreements and CRCBP Guidelines

**Stakeholders:**

The Walgett Community, Office of Local Government , Department of Premier and Cabinet, Walgett Shire Council and Member Councils of FNW JOC

**Governance issues:**

Under the provisions of the Local Government Act 1993 as it applies to JOCs

**Environmental issues:**

Improved management of Contaminated Lands - CRCBP

**Financial Implications:**

Revenue policy for JOC to be developed over coming meetings with annual contribution and other expenses determined by Council to work with Cobar and Bourke Shire Councils to ensure Council's in kind contribution to the if CRCBP if application approved is managed equally.

**Legal Issues:**

Ensuring Council meets all obligations under the funding agreements.

**Far North West Joint Organisation of Councils (FNW JOC)**

**Recommendation:**

That Council note:

1. The next meeting of the FNW JOC will be held in Bourke on 6 September
2. Progress with the formation of the FNW JOC and monitor, with Cobar and Bourke Councils, the delivery of assistance offered by the State Government in forming the JOC.

That Council confirm its priorities for Strategic Planning within the JOC as:

1. Infrastructure Funding – transport (road networks, air services), water and sewer, community facilities
2. Water
3. Services – Health, Education, Community Development
4. Air Services.

That Council confirm its participation under the JOC in the CRCBP – funding to employ a knowledgeable and experienced CRCBP Officer to assist in improvement of the management of contaminated land and development of policies and procedures – and in kind contribution of around \$20,000.

**Moved:**

**Seconded:**

### 11.1.6 MATTERS GENERALLY FOR BRIEF MENTION OR INFORMATION ONLY FROM GENERAL MANAGER

**REPORTING SECTION:** Executive  
**AUTHOR:** Paul Mann – Acting General Manager  
**FILE NUMBER:** 18/260

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#### **1. NSW Office of Sport community Defibrillator (AED) Grant Program Open**

The Local Sport Defibrillator Grant Program allocates \$4 million over four years to assist sporting clubs across NSW in the purchase and maintenance of Automated External Defibrillators (AEDs).

The Local Sport Defibrillator Grant Program provides NSW sports clubs and Councils the opportunity to acquire an AED package for their club or sports facility at a reduced cost.

Sporting organisations and councils will be able to choose from a panel of approved AED Panel Service Providers and a variety of AED packaged services with the level of customer service that meets their needs.

An AED package will include: an AED, familiarisation instruction and a minimum of six years of essential AED maintenance. Applicants can request more than one AED. Grants are available up to 75 per cent for the AED package (Maximum Grant Amount \$1900).

Who is eligible to apply?

- Incorporated, not-for-profit sports clubs in NSW
- State or national sporting organisations on behalf of member clubs located in NSW, to a maximum of 10 per Zone
- Licensed sporting clubs, providing that the project directly benefits sporting activities
- Sport clubs associated with a school, church or university providing they are an incorporated not for profit club in their own right
- Councils on behalf of sports clubs
- Councils for sport and recreational facilities within their local government areas
- Service clubs such as Rotary, CWA and Lions, on behalf of sporting clubs

Council is encouraging all sporting clubs to apply and take advantage of this generous offer. Applications for the Local Sport Defibrillator Program close on Friday 14 September 2018.

#### **2. Letter of Thanks - 9<sup>th</sup> National Opal Symposium**

Council received a letter of Thanks on the 16<sup>th</sup> August 2018 from the Lightning Ridge Miners' Association Ltd for its generous sponsorship held on the 22-24 July 2018. Council contributed \$5000 to the 9th National Opal Symposium. Mayor Woodcock opened the event and Cllr Walford welcomed the attendees to Country.

#### **3. 20 Year Economic Vision for Regional NSW**

The Hon Gladys Berejiklian MP and The Hon John Barilaro MP unveiled the 20 Year Economic Vision for Regional NSW Document in Bathurst on Monday 30 July. It is a comprehensive piece of work that identifies the 'engine industries' driving our regions now and into the future as well as the global mega trends impacting on our economy. Importantly, this vision has financial backing to deliver through the \$4.2 billion Snowy Hydro Legacy Fund- reserved entirely for regional towns and communities. The first allocation of money from the legacy fund is being spent on investigating and planning a special activation precinct and inland port in Parkes, which is situated to take advantage of the Inland Rail project. A copy of the document is on display in the Council foyer.



#### **4. Playground Project – Update**

Under the Stronger Country Communities Fund, Apex Park and Len Cram Park are receiving new playground equipment among other infrastructure. The new shade structure has been completed by the contractors this month in preparation for the new equipment.

The suppliers of the equipment have advised Council that they recently revised their schedule and unfortunately it is now looking more realistically to have the equipment shipped early September 2018. Council has accepted a quote for the fencing of the playground in Lightning Ridge, this is scheduled to be installed once the installation of playground equipment has been completed to allow ease access for machinery.

Council is planning to organise official openings of these new playgrounds once the projects are finalised.

#### **5. Safer Communities fund – Round 3**

Provides local councils and community organisations with grants of up to \$1 million for security infrastructure activities to address crime and anti-social behaviour in public or community spaces. At a minimum, applicants must have an ABN and be one of the following:

- an incorporated not for profit organisation
- a local government agency or body

Project activities can include:

- installation of fixed or mobile CCTV cameras
- installation of security lighting
- installation of bollards
- installation of security and alarm systems, intercoms and swipe access attached to a public or community space
- Crime prevention through environmental design (CPTED) including changing environmental characteristics in public or community spaces, such as a lack of lighting or poor natural surveillance that can facilitate street crime and violence.

Grants of up to \$1 million will be available to fund up to 100 per cent of eligible project costs.

Projects must be completed by 31 March 2020. Applications close: 25 September 2018 5:00 pm.

Council could consider applying for more adequate lighting in Council's playgrounds in the form of standalone solar lights. Lighting can clarify the layout of outdoor spaces by emphasising walkways, focal points, gathering places and entrances. Ample lighting also boosts safety. Safety is major concern of Walgett Shire residents and is a priority for Council. It is important that the community feels safe and can enjoy the parks and playgrounds all year round.

#### **6. LG NSW Annual Conference – Registration**

The 2018 conference will be co-hosted by the City of Albury and will be held Sunday 21 to Tuesday 23 October 2018. Councillors that wish to attend please notify the General Manager to allow for registration and travel arrangements. In order to take advantage of the early bird rate please confirm your attendance before the 11 September 2018.

This Conference is the annual policy-making event for NSW general-purpose councils and our associate members. It is the pre-eminent event of the local government year where local Councillors come together to share ideas and debate issues that shape the way we are governed.

The draft program is attached for your information.

**Conclusion:**

If there are no other queries that the above matters should be received and noted.

| <b>Matters for Brief Mention or Information Only from General Manager</b>                                                                                                    |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <p>That the above matters listed for brief mention or information only be received and noted.</p> <p><b>Moved:</b></p> <p><b>Seconded:</b></p> |

**Attachments**

Draft Program – LG NSW Conference

## Local Government NSW Annual Conference 2018

**Sunday 21 – Tuesday 23 October 2018**

Main conference venue is Albury Entertainment Centre, QE11 Square, Swift Street, Albury

This program is correct at the time of publication; speakers and program details may have changed due to unforeseen circumstances.

### DRAFT PROGRAM (as of 17 August 2018)

| SUNDAY 21 October                                                                   |                                                                                                                                                                                                                                                                                                                                                               |
|-------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 10.00am – 4.00pm                                                                    | Bump in sponsors to set up trade exhibition<br>Partners tour program on the website                                                                                                                                                                                                                                                                           |
| 1.00pm – 4.30pm                                                                     | Registration opens in Albury Convention Centre foyer                                                                                                                                                                                                                                                                                                          |
| 2.00pm – 4.00pm                                                                     | Workshop 1 - AR Bluett Award winning councils in 2016 and 2017, a special presentation in Convention Centre Theatre Level 1                                                                                                                                                                                                                                   |
| 2.00pm – 3.00pm                                                                     | Workshop 2a) Elected Members: Update on Legal Responsibilities,<br>Retro Lane Café, QE11 Square, 525 Swift Street                                                                                                                                                                                                                                             |
| 3.00pm – 4.00pm                                                                     | Workshop 2b) Elected Members: Developing Capabilities,<br>Retro Lane Café, QE11 Square, 525 Swift Street                                                                                                                                                                                                                                                      |
| Transfer bus loop from 5.15pm                                                       | Bus will loop from main conference venue in QE11 Square to Noreuil Park<br>Registration opens at this event                                                                                                                                                                                                                                                   |
| 5.30pm – 7.30pm                                                                     | President's Opening Ceremony followed by Welcome Reception at Noreuil Park Foreshore, Noreuil Parade Albury (off Wodonga Place). This is an outdoor event.<br>Welcome to Country<br>Welcome from the Mayor of Albury<br>Welcome from LGNSW President, Cr Linda Scott<br>Address from Welcome Reception Sponsor,<br>NSW Department of Planning and Environment |
| Monday 22 October 2018 – Business Session Day 1 / AEC Theatre and Convention Centre |                                                                                                                                                                                                                                                                                                                                                               |
| 7.30am – 5.00pm                                                                     | Registrations open in Albury Convention Centre                                                                                                                                                                                                                                                                                                                |
| 8.15am – 9.00am                                                                     | Distribution of voting materials and electronic handsets<br><br>Trade exhibition opens in Albury Convention Centre                                                                                                                                                                                                                                            |
| 9.15am – 9.45am                                                                     | Address from <b>The Hon Gladys Berejiklian MP</b> , Premier of NSW                                                                                                                                                                                                                                                                                            |
| 9.45am – 11.00am                                                                    | Address from <b>Cr Linda Scott</b> , LGNSW President<br><br>Opening of the Federal Conference, chaired by <b>Cr Linda Scott</b> including demonstration of voting units, adoption of standing orders, presentation of the auditor's report, general financial report and operating report to members<br><br>Business session and consideration of motions     |

|                                                                                           |                                                                                                                                                                                                                                                                        |
|-------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                                           | Opening of the State Conference, chaired by <b>Cr Linda Scott</b> including adoption of standing orders. Presentation of the auditor's report, general financial and operating report to members                                                                       |
|                                                                                           | Business sessions and consideration of motions                                                                                                                                                                                                                         |
| 11.00am – 11.30am                                                                         | Morning tea in trade exhibition area in Albury Convention Centre, sponsored by Local Government Super                                                                                                                                                                  |
| 11.30am – 1.00pm                                                                          | Consideration of conference business continued, chaired by the President                                                                                                                                                                                               |
| 1.00pm – 2.00pm                                                                           | Lunch in trade exhibition, sponsored by Local Government Super<br>General Managers Lunch at the Retro Lane Café, QEII Square, 525 Swift Street, sponsored by StateCover: a short update from StateCover, Local Government Super and LGP (on best practice procurement) |
| 2.00pm – 3.30pm                                                                           | Consideration of conference business continued, chaired by the President                                                                                                                                                                                               |
| 3.30pm – 4.00pm                                                                           | Afternoon tea in trade exhibition area, sponsored by Local Government Super                                                                                                                                                                                            |
| 4.00pm – 4.30pm                                                                           | Address from the <b>Hon Gabrielle Upton MP</b> , Minister for Local Government                                                                                                                                                                                         |
| 4.30pm – 5.00pm                                                                           | Consideration of conference business continued, chaired by the President<br>Collection of all electronic handsets and motions voting cards<br>Conference business session closes                                                                                       |
| 5.00pm – 6.00pm                                                                           | Delegate networking function in trade exhibition area                                                                                                                                                                                                                  |
| 6.00pm                                                                                    | Trade exhibition closes                                                                                                                                                                                                                                                |
| <b>7.30pm – 11.00pm</b>                                                                   | <b>Conference Dinner, Marquee QEII Square</b>                                                                                                                                                                                                                          |
| 7.30pm                                                                                    | Doors open                                                                                                                                                                                                                                                             |
| 7.45pm                                                                                    | Delegates seated and entrée served                                                                                                                                                                                                                                     |
| 8.00pm                                                                                    | LGNSW President introduces Elite Sponsor, StateCover Mutual Limited                                                                                                                                                                                                    |
| 8.10pm                                                                                    | LGNSW President and Elite Sponsor present the AR Bluett Awards, Outstanding Service Awards and Executive Certificates for elected members                                                                                                                              |
| 8.35pm                                                                                    | Main course served                                                                                                                                                                                                                                                     |
| 9.35pm                                                                                    | Entertainment and dancing                                                                                                                                                                                                                                              |
| 11.00pm                                                                                   | Close                                                                                                                                                                                                                                                                  |
| <b>Tuesday 23 October 2018 – Business Session Day 2 AEC Theatre and Convention Centre</b> |                                                                                                                                                                                                                                                                        |
| 7.30am – 5.00pm                                                                           | Registration opens                                                                                                                                                                                                                                                     |
| 7.30am – 8.45am                                                                           | Australian Local Government Women's Association (ALGWA NSW) Breakfast<br>Retro Lane Café, QEII Square, 525 Swift Street. Special Guest Speaker: <b>Sarah Garnett</b> , Founder, The Footpath Library                                                                   |
| 8.15am – 4.00pm                                                                           | Trade exhibition opens in Albury Convention Centre                                                                                                                                                                                                                     |
| 9.00am – 9.05am                                                                           | Introduction by <b>Ms Ellen Fanning</b> , Master of Ceremonies                                                                                                                                                                                                         |



|                     |                                                                                                                                                                                                                                                     |
|---------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 9.05am – 9.20am     | Address from <b>The Hon Dr John McVeigh MP</b> , Federal Minister for Local Government (invited)                                                                                                                                                    |
| 9.20am – 9.30am     | Facilitated questions from the conference to the Federal Minister for Local Government                                                                                                                                                              |
| 9.30am – 9.35am     | Short address from Premier Sponsor, Office of the NSW Small Business Commissioner & Service NSW                                                                                                                                                     |
| 9.35am – 9.50am     | Address from <b>Mr Stephen Jones</b> , Federal Shadow Minister for Local Government                                                                                                                                                                 |
| 9.50am – 10.00am    | Facilitated questions from the conference to the Federal Shadow Minister                                                                                                                                                                            |
| 10.00am – 10.05am   | Short address/video from Distinguished Sponsor, Local Government Super                                                                                                                                                                              |
| 10.05am – 10.20am   | Address from <b>Cr Linda Scott</b> , LGNSW President, on Association Initiatives                                                                                                                                                                    |
| 10.20am – 10.30am   | Treasurer's Report                                                                                                                                                                                                                                  |
| 10.30am – 11.00am   | Morning tea in trade exhibition area, sponsored by Environment Protection Authority                                                                                                                                                                 |
| 11.10am – 12.45pm   | Smart Places                                                                                                                                                                                                                                        |
|                     | Facilitated by <b>Simon Hunter</b> , Executive Director, Strategy and Planning, Infrastructure NSW                                                                                                                                                  |
| 11.15am – 11.40am   | <ul style="list-style-type: none"> <li>Smart cities and towns: what, why and how? – <b>Adam Beck</b>, Executive Director, Smart Cities Council Australia New Zealand</li> </ul>                                                                     |
| 11.40am – 12.05pm   | <ul style="list-style-type: none"> <li>Smart data: what local government needs to know to thrive – <b>Geof Heydon</b>, Associate at Creatortech and Chair of Platforms and Interoperability at the Internet of Things Alliance Australia</li> </ul> |
| 12.05pm – 12.30pm   | <ul style="list-style-type: none"> <li>How to implement smart strategies to give your residents better options – <b>Chris Isles</b>, Executive Director of planning, Place Design Group</li> </ul>                                                  |
| 12.30pm – 12.45pm   | <ul style="list-style-type: none"> <li>Q and A</li> </ul>                                                                                                                                                                                           |
| 12.45pm – 1.35pm    | Lunch in the trade exhibition area, sponsored by Environment Protection Authority                                                                                                                                                                   |
| 1.35pm – 1.40pm     | Short address from Distinguished Sponsor Environment Protection Authority                                                                                                                                                                           |
| 1.40pm – 1.55pm     | Address from <b>The Hon Peter Primrose MLC</b> , Shadow Minister for Local Government                                                                                                                                                               |
| 1.55pm – 2.10pm     | Facilitated questions from the audience to the Shadow Minister for Local Government                                                                                                                                                                 |
| 2.10pm – 3.00pm     | Keynote Address: Waste: crisis or opportunity? <b>Craig Reucassel</b> , War on Waste Host                                                                                                                                                           |
| 3.00pm – 4.00pm     | Keynote address: <b>Stephen Bradbury</b>                                                                                                                                                                                                            |
| 4.00pm – 4.30pm     | Afternoon tea and delegate networking function in trade exhibition area                                                                                                                                                                             |
| Close of Conference |                                                                                                                                                                                                                                                     |

## 11.2 CHIEF FINANCIAL OFFICER

### 11.2.1 CASH ON HAND AND INVESTMENT AS AT 31 JULY 2018

**REPORTING SECTION:** Corporate Services  
**AUTHOR:** Shirley Burraston – Management Accountant  
**FILE NUMBER:** 09/1460

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**Summary:**

This report provides a summary and analysis of Council's cash and investments for the period ending 31<sup>st</sup> July 2018.

**Background:**

The investment portfolio consists of on-call bank accounts, fixed rate interest bearing deposits and variable rate interest bearing deposits. The portfolio is regularly reviewed in order to maximise investment performance and minimise risk. Council's investment portfolio is not subject to share market volatility.

Comparisons are regularly made between existing investments with available products that are not part of Council's portfolio, but that meet Council's policy guidelines.

All investments at 31<sup>st</sup> July 2018 are compliant with the Relevant Reference Documents/Policies listed later in this report.

**Current Position:**

Council at 31<sup>st</sup> July 2018 held a total of \$33,840,583.22 in on-call and interest bearing deposits with financial institutions within Australia. All investments were held with approved deposit taking institutions with a short term rating A-2(A2)/BBB or higher. Council does not have any exposure to unrated institutions.

At the close of the reporting period Council had earned \$115,857.47 in interest including interest accrued to 31<sup>st</sup> July 2018. This result is in excess of the current budget of \$59,923 for the financial year and validates Council's current investing strategy.

Council's investments had an average interest rate of 2.83% per annum and a weighted average interest rate of 2.73%, both of which are higher than the 3 and 6 months BBSW rates of 1.9645% and 2.1487% respectively as at 31<sup>st</sup> July 2018.

The Reserve Bank of Australia (RBA) has kept the cash rate unchanged at 1.5%.

| Overall Portfolio Maturity as at 31st July 2018 |                              |                              |                               |                           |
|-------------------------------------------------|------------------------------|------------------------------|-------------------------------|---------------------------|
| <i><b>Maturity Periods</b></i>                  | <i><b>Policy Minimum</b></i> | <i><b>Policy Maximum</b></i> | <i><b>% of Money held</b></i> | <i><b>Amount held</b></i> |
| Portfolio % < 1 year                            | 40%                          | 100%                         | 66.02%                        | \$ 22,340,583.22          |
| Portfolio % > 1 year, < 3 years                 | 0%                           | 60%                          | 20.69%                        | \$ 7,000,000.00           |
| Portfolio % > 3 year, < 5 years                 | 0%                           | 40%                          | 13.30%                        | \$ 4,500,000.00           |
| Portfolio % > 5 years                           | 0%                           | 10%                          | 0.00%                         | \$ -                      |
|                                                 |                              |                              | 100%                          | \$ 33,840,583.22          |

**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 May 2016)

| Attachment One<br>Cash and Investments Holdings as at 31st July 2018 |                                         |                             |                       |                    |                                  |                                                |
|----------------------------------------------------------------------|-----------------------------------------|-----------------------------|-----------------------|--------------------|----------------------------------|------------------------------------------------|
| Investment                                                           | Investment<br>Final<br>Maturity<br>Date | Current<br>Interest<br>Rate | Interest<br>Frequency | Coupon<br>Maturity | Amount<br>Invested<br>Value (\$) | Accrued<br>Interest to<br>End of<br>Month (\$) |
| <i><u>On-Call Accounts</u></i>                                       |                                         |                             |                       |                    |                                  |                                                |
| Commonwealth Bank                                                    | On Call                                 | 0.90%                       | Monthly               | EOM                | 2,571,870                        | Pd Monthly                                     |
| Commonwealth Bank                                                    | On Call                                 | 1.00%                       | Monthly               | EOM                | 768,713                          | Pd Monthly                                     |
| <b>Total On-Call Accounts</b>                                        |                                         |                             |                       |                    | <b>3,340,583</b>                 |                                                |
| <i><u>Term Deposits</u></i>                                          |                                         |                             |                       |                    |                                  |                                                |
| Bendigo and Adelaide Bank                                            | 10/07/2019                              | 3.10%                       | Maturity              | 10/07/2019         | 500,000                          | \$891.78                                       |
| Newcastle Permanent Building<br>Society                              | 21/08/2019                              | 3.00%                       | Maturity              | 17/08/2018         | 500,000                          | \$3,123.29                                     |
| Newcastle Permanent Building<br>Society                              | 15/08/2018                              | 2.90%                       | Maturity              | 15/08/2018         | 500,000                          | \$3,019.18                                     |
| ING                                                                  | 14/09/2021                              | 3.12%                       | Maturity              | 14/09/2018         | 500,000                          | \$13,676.71                                    |
| Bank of Queensland                                                   | 20/03/2020                              | 3.30%                       | Maturity              | 16/11/2018         | 1,000,000                        | \$23,235.62                                    |
| ME Bank                                                              | 11/05/2022                              | 3.47%                       | Maturity              | 10/05/2019         | 1,000,000                        | \$42,495.62                                    |
| Bank Australia                                                       | 12/09/2018                              | 2.80%                       | Maturity              | 12/09/2018         | 1,000,000                        | \$24,624.66                                    |
| National Australia Bank                                              | 1/08/2018                               | 2.62%                       | Maturity              | 2/08/2018          | 1,000,000                        | \$6,388.49                                     |
| Westpac                                                              | 31/10/2018                              | 2.90%                       | Maturity              | 31/10/2018         | 1,000,000                        | \$3,257.53                                     |
| National Australia Bank                                              | 29/08/2018                              | 2.60%                       | Maturity              | 29/08/2018         | 1,000,000                        | \$5,912.33                                     |
| National Australia Bank                                              | 5/09/2018                               | 2.70%                       | Maturity              | 5/09/2018          | 1,000,000                        | \$4,068.50                                     |
| Westpac                                                              | 22/08/2018                              | 2.55%                       | Maturity              | 22/08/2018         | 1,000,000                        | \$5,309.59                                     |
| Bank of Queensland                                                   | 6/03/2019                               | 2.80%                       | Maturity              | 6/03/2019          | 1,000,000                        | \$2,071.23                                     |
| Westpac                                                              | 17/10/2018                              | 2.67%                       | Maturity              | 17/10/2018         | 1,000,000                        | \$21,433.15                                    |
| Bank of Queensland                                                   | 20/10/2020                              | 3.15%                       | Maturity              | 11/10/2018         | 1,000,000                        | \$25,286.30                                    |
| Westpac                                                              | 28/11/2018                              | 2.95%                       | Maturity              | 28/11/2018         | 1,000,000                        | \$1,050.69                                     |
| Defence Bank                                                         | 26/09/2018                              | 2.72%                       | Maturity              | 26/09/2018         | 1,000,000                        | \$5,663.56                                     |
| Westpac                                                              | 24/10/2018                              | 2.90%                       | Maturity              | 24/10/2018         | 1,000,000                        | \$3,813.70                                     |
| Heritage Bank                                                        | 19/09/2018                              | 2.80%                       | Maturity              | 19/09/2018         | 1,000,000                        | \$3,068.49                                     |
| Westpac                                                              | 7/11/2018                               | 3.00%                       | Maturity              | 7/11/2018          | 1,000,000                        | \$2,958.90                                     |
| Westpac                                                              | 14/11/2018                              | 3.00%                       | Maturity              | 14/11/2018         | 1,000,000                        | \$2,958.90                                     |
| Bank of Queensland                                                   | 7/07/2021                               | 3.15%                       | Maturity              | 2/07/2019          | 1,000,000                        | \$2,502.74                                     |
| Bank of Queensland                                                   | 6/07/2022                               | 3.50%                       | Maturity              | 2/07/2019          | 1,000,000                        | \$2,780.82                                     |
| Bankwest                                                             | 10/10/2018                              | 2.80%                       | Maturity              | 10/10/2018         | 1,000,000                        | \$2,224.66                                     |
| Bankwest                                                             | 9/01/2019                               | 2.80%                       | Maturity              | 9/01/2019          | 1,000,000                        | \$2,224.66                                     |
| AMP                                                                  | 6/02/2019                               | 2.85%                       | Maturity              | 6/02/2019          | 1,000,000                        | \$2,108.22                                     |
| Westpac                                                              | 21/11/2018                              | 2.95%                       | Maturity              | 21/11/2018         | 1,000,000                        | \$1,616.44                                     |
| <b>Total Term Deposits</b>                                           |                                         |                             |                       |                    | <b>18,000,000</b>                | <b>\$217,765.75</b>                            |
| <i><u>Variable Rate Deposits</u></i>                                 |                                         |                             |                       |                    |                                  |                                                |
| IMB                                                                  | 29/07/2020                              | 2.72%                       | Quarterly             | 24/10/2018         | 500,000                          | \$260.82                                       |
| IMB                                                                  | 18/02/2021                              | 2.72%                       | Quarterly             | 14/08/2018         | 500,000                          | \$2,906.31                                     |
| Commonwealth Bank                                                    | 20/04/2021                              | 3.22%                       | Quarterly             | 20/10/2018         | 500,000                          | \$485.36                                       |
| Commonwealth Bank                                                    | 23/08/2021                              | 3.04%                       | Quarterly             | 24/08/2018         | 500,000                          | \$2,831.78                                     |
| Commonwealth Bank                                                    | 31/08/2021                              | 2.99%                       | Quarterly             | 28/08/2018         | 500,000                          | \$2,494.32                                     |
| National Australia Bank                                              | 4/11/2019                               | 2.91%                       | Quarterly             | 3/08/2018          | 1,000,000                        | \$7,095.61                                     |
| Westpac                                                              | 16/11/2021                              | 3.10%                       | Quarterly             | 16/08/2018         | 1,000,000                        | \$6,454.80                                     |
| Newcastle Permanent Building<br>Society                              | 2/09/2020                               | 2.97%                       | Quarterly             | 30/08/2018         | 1,000,000                        | \$5,052.06                                     |
| <b>Total Floating Rate Deposits</b>                                  |                                         |                             |                       |                    | <b>5,500,000</b>                 | <b>\$27,581.05</b>                             |
| <b>Total Cash and Investments</b>                                    |                                         |                             |                       |                    | <b>33,840,583</b>                | <b>\$245,346.80</b>                            |

**Governance issues:**

Nil

**Environmental issues:**

Nil

**Stakeholders:**

Walgett Shire Council

Residents of Walgett Shire Council

Financial Institutions

| Percentage invested in each institution as at 31st July 2018 |                                 |                               |                           |
|--------------------------------------------------------------|---------------------------------|-------------------------------|---------------------------|
| <u><i>Institution Name</i></u>                               | <u><i>Institution Codes</i></u> | <u><i>% of Money held</i></u> | <u><i>Amount Held</i></u> |
| AMP                                                          | AMP                             | 2.96%                         | \$1,000,000.00            |
| Bank of Queensland                                           | BOQ                             | 14.78%                        | \$5,000,000.00            |
| Bendigo and Adelaide Bank                                    | BAB                             | 1.48%                         | \$500,000.00              |
| Commonwealth Bank                                            | CBA                             | 14.30%                        | \$4,840,583.22            |
| Defence Bank                                                 | DB                              | 2.96%                         | \$1,000,000.00            |
| Heritage Bank                                                | HB                              | 2.96%                         | \$1,000,000.00            |
| IMB                                                          | IMB                             | 2.96%                         | \$1,000,000.00            |
| ING                                                          | ING                             | 1.48%                         | \$500,000.00              |
| Members Equity Bank                                          | ME                              | 2.96%                         | \$1,000,000.00            |
| National Australia Bank                                      | NAB                             | 11.82%                        | \$4,000,000.00            |
| Newcastle Permanent Building Society                         | NPBS                            | 5.91%                         | \$2,000,000.00            |
| Bank Australia                                               | BA                              | 2.96%                         | \$1,000,000.00            |
| Bank West                                                    | BW                              | 5.91%                         | \$2,000,000.00            |
| Westpac                                                      | W                               | 26.60%                        | \$9,000,000.00            |
|                                                              |                                 | 100%                          | <b>\$33,840,583.22</b>    |

**Financial Implications:**

As per report

**Alternative Solutions/Options:**

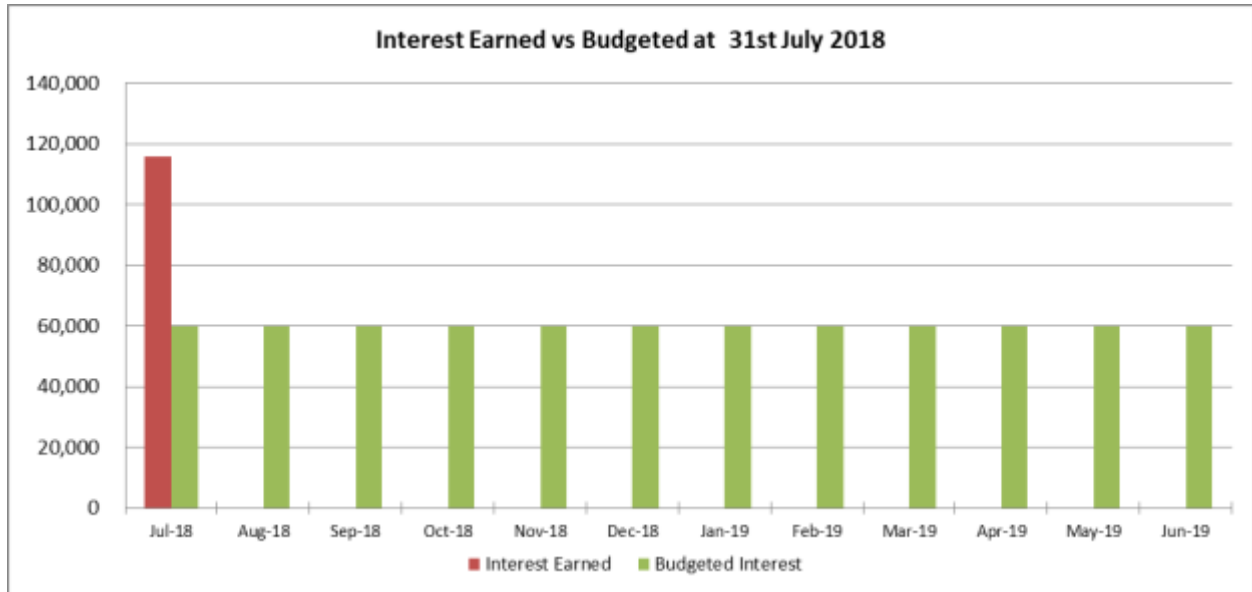
Nil

**Conclusion:**

As at 31<sup>st</sup> July 2018 Walgett Shire Council's total available cash and invested funds totalled \$33,840,583.22 a decrease of \$637,817.39 from 30<sup>th</sup> June 2018. This decrease in the total portfolio can be largely attributed to the expenditure related to the ongoing capital projects.

Council's portfolio return for the month is above original estimates, largely due to the improved investment strategy allowing for longer term investments and variation in investment products.





### General Fund Bank Account Reconciliation as at 31<sup>st</sup> July 2018

| <b>Walgett Shire Working Account</b> |                     |
|--------------------------------------|---------------------|
| <b>Bank account Closing Balance</b>  | 2,571,870.20        |
| <b>Less Unpresented Withdrawals</b>  | (19,159.57)         |
| <b>Plus Unpresented Deposits</b>     | 13,093.25           |
|                                      | <b>2,565,803.88</b> |
| <b>General Ledger Balance (2018)</b> | 3,675,403.21        |
| <b>General Ledger Balance (2019)</b> | (1,109,599.33)      |
|                                      | <b>2,565,803.88</b> |

### 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* and Council's Investments Policy.
2. I hereby certify that Council's cash book and ledger have been reconciled to the bank statement as at 31<sup>st</sup> July 2018.

Michael J Urquhart

**Chief Financial Officer – Responsible Accounting Officer**

### Cash and Investment Report as at 31st July 2018

#### Recommendation:

That the Investment report as at 31st July 2018 be received and noted.

**Moved:**

**Seconded:**

## 11.2.2 MONTHLY OUTSTANDING RATES REPORT – JULY 2018

**REPORTING SECTION:** Corporate Services  
**AUTHOR:** Kevin Dunshea – Rates Clerk  
**FILE NUMBER:** 12/183

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### **Summary:**

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

In 2013 financial year the Consolidated Rates Arrears percentage was reported as 13.09%. This improved in 2014 to 9.33% and again in 2015 to 9.32%, however, in 2016 the unrecovered balance increased to 11.63%, a consequence of reduced debt recovery, due to vacancies in the rating area. The audited result of 10.37% for 2016/17 is a good outcome, with a big improvement on the previous year's result.

### **Background:**

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

All NSW councils are categorised into Groups. Walgett Shire Council is classified as a Group 10 Council. Each KPI is benchmarked and the benchmarks vary between Council groups. Group 10 Council's should achieve a KPI of less than 10% for the Rates, Annual Charges, interest & Extra Charges Outstanding Percentage by the end of each financial year.

### **Current Position:**

Collection of the current years levy and arrears as at 31st July 2018 is 10.82% which is 5.67% more than the previous year's collection of 5.15%.

The on-going drought conditions is having an adverse effect on rate recovery with 315 ratepayers make alternative arrangements for the payment of current years and arrears of rates.

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

Outstanding Rates Report as at 31st July 2018.

### **Governance issues:**

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

### **Environmental issues:**

Nil

**Stakeholders:**

Walgett Shire Council community  
Walgett Shire Ratepayers  
Walgett Shire Council

**Financial Implications:**

The recovery of rates and charges is a key performance indicator that is analysed by external bodies such as Treasury Corp in conjunction with the Local Government Review Panel. Efforts to improve and lower the levels of outstanding rates and charges will 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 and ongoing commitment to sustain, maintain and improve this key performance indicator.

Council revenue staff in conjunction with debt collection agencies, continue with the debt recovery program.

| Monthly Outstanding Rates Report                                                                                                               |
|------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation</b></p> <p>The July 2018 outstanding rates report be received and noted.</p> <p><b>Moved:</b></p> <p><b>Seconded:</b></p> |

**Attachments:**

Monthly Report - Outstanding Rates Report

**Monthly Report - Outstanding Rates & Annual Charges as at 31 July 2018****Report on Rates and Annual Charges - 31 July 2018**

|                                                         | <b>14 August 2018</b> | <b>31 July 2018</b>   | <b>31 July 2017</b>   |
|---------------------------------------------------------|-----------------------|-----------------------|-----------------------|
| Arrears from previous year                              | 832,246.36            | 832,246.36            | 729,437.40            |
| Adjustment                                              |                       |                       |                       |
| Sub Total                                               | 832,246.36            | 832,246.36            | 729,437.40            |
| <b>Current Year Activity</b>                            |                       |                       |                       |
| Legal fees (Including write off's)                      | 4,331.80              | 0.00                  | (497.20)              |
| Adjusted Levy                                           | 9,368,717.99          | 9,368,717.99          | 9,143,980.28          |
| Interest (Including write off's)                        | 4,581.86              | 4,338.24              | 4,560.92              |
| Adjustments (Including Write Off's)                     | (601.27)              | (601.27)              | (13,114.88)           |
| Sub Total                                               | 9,377,030.38          | 9,372,454.96          | 9,134,929.12          |
| <b>Total Arrears and Adjusted Levy</b>                  | <b>10,209,276.74</b>  | <b>10,204,701.32</b>  | <b>9,864,366.52</b>   |
| Payments                                                | (1,677,300.90)        | (914,187.83)          | (337,318.08)          |
| Pensioner Concessions - Govt                            | (95,811.78)           | (94,298.61)           | (93,799.24)           |
| Pensioner Concessions - Council                         | (78,395.89)           | (77,157.78)           | (76,748.73)           |
| Discount                                                |                       | 0.00                  | 0.00                  |
| Special Rebate Council                                  | (18,357.50)           | (18,357.50)           | 0.00                  |
| Sub Total                                               | (1,869,866.07)        | (1,104,001.72)        | (507,866.05)          |
| <b>Total Remaining Levy</b>                             | <b>\$8,339,410.67</b> | <b>\$9,100,699.60</b> | <b>\$9,356,500.47</b> |
| Current                                                 | 7,446,049.81          | 8,180,959.83          | 8,394,469.90          |
| Arrears                                                 | 604,756.59            | 628,993.36            | 679,295.72            |
| Interest b/f from previous years                        | 109,408.07            | 113,480.61            | 107,182.79            |
| Current year interest                                   | 4,332.25              | 4,199.05              | 4,389.99              |
| Legals                                                  | 174,863.95            | 173,066.75            | 171,162.07            |
| <b>Total Remaining Levy</b>                             | <b>\$8,339,410.67</b> | <b>\$9,100,699.60</b> | <b>\$9,356,500.47</b> |
| <b>Variance</b>                                         | <b>\$0.00</b>         | <b>\$0.00</b>         | <b>\$0.00</b>         |
| <b>Total YTD Collected</b>                              |                       |                       |                       |
| Collected YTD % of Levy, Arrears, Interest & Legal Fees | 18.32%                | 10.82%                | 5.15%                 |
| Collected YTD % of Levy                                 | 17.89%                | 9.75%                 | 3.69%                 |

### 11.2.3 REPORT FOR COUNCIL- COMMUNITY DEVELOPMENT & CAPACITY BUILDING: JANUARY – APRIL 2018

**REPORTING SECTION:** Corporate Services  
**AUTHOR:** George McCormick – Manager Community Development  
**FILE NUMBER:** 09/1763

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**Summary:**

During this reporting period community services and development managed projects related and targeted community engagement, cultural development and recognition, group capacity building, Aboriginal and Multicultural Affairs, Senior's events, facilitating and supporting collaborative events targeting youth & early childhood initiatives.

**Background:**

This report summarises project progress and outcomes of our community and youth development teams, Libraries and Aboriginal and Multicultural Affairs and delivery to communities across the Shire during the reporting period January – April 2018. Last report submitted September – December 2017.

**Current Position:**

During the reporting period Councils community development team 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 *Council's Community Strategic Plan 2017-2027*.

**Community capacity building:**

The Community Development Team has been focusing on a range of community programs and initiatives across the Shire and is enthused by the number of community members attending consultations and events during the last few months.

This period is one of the busiest for our teams, addressing and targeting a cross section of community. Throughout the period Council staff have collaborated and partnered extensively with community in a bid to development and delivery of programs and initiatives aligning with Councils Community Strategic Plan 2017-2027.

Planning across all three larger communities for Vacation Care programs, International Women's Day, Seniors Week, Youth Week 2018, Harmony Day events and establishment of our 2018 Youth Council Executive have been undertaken with a focus on community ownership and collaboration.

**Walgett Shire Seniors Week 2018:**

Seniors Week 2018 in Walgett Shire has again proved popular with a large number of our Senior citizens attending a range of events and functions facilitated by Councils team in partnership with local service from larger communities.

The series of events across the week in the Shire recorded just on two hundred participants attending events including movie and lunches, art classes, workshops, information from services and celebrations.

**Walgett Shire Harmony Day events 2018:**

Council and community came together to recognise and celebrate Harmony Day 2018 in all communities across the Shire with events delivered by community working groups. Harmony Day, celebrated on the 21<sup>st</sup> of March each year and coincides with the United Nations International Day for the Elimination of Racial Discrimination.

Harmony Day is part of the Australian Government's Living in Harmony initiative and each year provides Australians with an opportunity to get to know each other better by:

Promoting our community's success as a multicultural society:

- Recommitting ourselves to respect
- Goodwill and understanding between all Australians of all backgrounds
- Saying no to racism.

In Walgett community members, school children and service providers came together on the lawns of Council to celebrate this day with a program including: opening address by Walgett Shire Councillor Jane Keir, and speakers from different countries explaining their thoughts on Walgett, Australia and the differences in our multi-cultural society, cake cutting ceremony, morning tea and refreshments. The local school captains were on hand and an inspiring performance from St Joseph's dance group was applauded by all.

Events are also to be implemented in Collarenebri and Lightning Ridge recognising and celebrating Harmony Day 2018. In Collarenebri a community event was staged at the Collarenebri Central School with Council supporting the event. Lightning Ridge witnessed over 100 residents come together and celebrate the multi culturalism of the community with a fun filled day at the Lions Park.

#### **Walgett Shire International Women's Day 2018:**

Gatherings across the Shire recorded over 130 local women engaged in a demonstration of outstanding participation in recognising the International Women's Day Events : *Press for Progress -2018* taking place in the communities of Walgett, Lightning Ridge and Collarenebri. Three successful events were the outcome of the formation of working groups and quality delivery to community through a committed collaborative of local services with a common goal in mind. Partnership of the many services ensured all women participated involved in the games, socialising, receiving service provider information, speeches, brunch and entertainment provided. In communities a large number of service providers, agencies and organisations working together produced a fabulous morning and opportunity to build relationships, gain information strengthening community values of the vital role women play in society.

#### **Youth Affairs**

##### **After School Activities/ Youth Centre's:**

Participation numbers of youth and young people at youth centres continues to remain stable during this period. Lightning Ridge numbers continue to remain stable due to support by the FACS funded *Aboriginal Integrated Child and Family Centre* and local agencies in approving the service be delivered from that venue until further advised. Collarenebri and Walgett numbers of young people attending fluctuates due to the heat and other options with pool open each afternoon. We have incorporated a pool event in each weekly program across the Shire. Walgett Centre is currently undergoing staffing issues which impacts on opening times. However Council has advertised to fill the positions in due course.

##### **Youth Development Officer:**

Council now has a Youth Development Officer in place and she has previous background in children's services and affairs. She is working well with the team and has proven capacity to undertake the roll with qualifications to deliver and sustain our high expectations and quality engagement within the youth development/ services area.

#### **Walgett Shire Youth Week 2018: "Unity through Diversity"**

Youth Week 2018 has been completed and hailed by many as even better and bigger than 2017. National Youth Week (NYW) which this year was staged in our Shire from 16/04/18 to

27/04/18 April is an important event for youth services as it is the largest celebration of young people across Australia, with thousands of young people aged 12-25 involved each year.

Walgett Shire has won the “*Best Small Council NSW*” Youth Week Award consistently for the past (11) eleven years, along with an increased number of partners offered our youth and young people an amazing two weeks of entertainment opportunities and excitement to be remembered.

Walgett Shire Council along with our revamped Youth Council and Development team in partnership with 30 other service providers from across the Shire delivered two high quality, engaging, fun filled empowering weeks of activities for National Youth week. The theme for 2018 National Youth Week was ‘*Unity through Diversity*’.

The event kicked off with ‘*A Big day at Bree*’ on the river in partnership with Brewarrina Council. Working in collaboration with other services Council were able to transport 50 young people from within the Shire in buses & cars where they had a fun filled day of paint ball shooting, biscuit riding, guessing games and so much more.

‘Big Day Outs ’ where held within the Shire at Collarenebri and Walgett which offered the youth and young people of our communities a day of action packed fun day of basketball, touch footy, face painting, arts and crafts, hip hop, mime performances, drumming and music. To finish off the first week of Youth week It was decided during our last youth council meeting that we would stage the pinnacle Youth and Community festival which was called ‘ Youth Fab Fest ’ in Lightning Ridge. Second week was filled with fun activities in our Youth centres with various activities available -arts and crafts, pool, basketball, soccer comps and chill out days. A fishing day in Walgett recorded 36 young people having the opportunity to show off their fishing skills with a trip to the river.

Discos at Walgett and Collarenebri of an evening with the assistance of PCYC provided the opportunity for youth and young people of the Walgett PCYC to run the discos which gave them a sense of responsibility, belonging and achievement.

A movie night in Lightning Ridge was well attended and supported by Police Blue Reelers. Under the direction of the Walgett Youth Council, fresh ideas has allowed for these outstanding outcomes with support by Councils Libraries, Youth and Community Development teams, Police , PCYC, local, regional and state organisations, agencies and individuals. The events staged include, Blue Light Dance parties, Youth Mental Health and Wellbeing Workshops, Sporting Events, Tri-Sports Knock Out, Competitions, Environment clean ups, Arts comps, Youth Forum, Traditional Korean Dance and Martial Arts performances (troop of 60 members), Extreme Sports, Expression sessions and excursions to neighbouring Shire event in Brewarrina. The support for Walgett shire youth week’s 2018 has been welcomed with local, regional and State organisations again supporting the youth and young people of the Walgett Shire with activities and events offering and building capacity of our young people, showcasing their talents, skills and celebrating the important role in which they play in our communities and futures.

**Vacation Care Services:**

Vacation Care Programs have recorded stable numbers during January holiday period and all centers recorded healthy attendance numbers. The recent April Vacation Care programs aligned with the National Youth Week Program and value added to an outstanding two week period. Programs, initiatives and engagement opportunities aligned with the *National Quality Framework* objectives. Planning is underway for the January 2018 holiday period in which the youth teams will again offer a full two weeks of programs within the larger communities of Walgett, Lightning Ridge and Collarenebri.

**Walgett Shire 2018 Youth Council:**

The Walgett Shire Youth Council conducted their 2018 Annual General Meeting in Lightning Ridge at the John Murray meeting room Bowling Club recently. A total of (20) twenty young people attended with many new faces and a few longer term youth delegates transported to Lightning Ridge from Walgett and Collarenebri for the meeting. Walgett Shire Council welcomes and congratulates the executive elect and members to advocate and become the voice for Walgett Shire youth and young people.

*Chairperson: Nyokia Townsend (Walgett)*

*Secretary: Abby Ashby (Walgett)*

*Treasurer: Hollie Cooling (Lightning Ridge)*

*Publicity Officer: Jordan Murray: Walgett, Jase Peters: Collarenebri: and Hollie Cooling: Lightning Ridge.*

The meeting was followed by discussions around developing and implementing youth week programs and initiating positive social change within our communities. 2018 Youth Week Programs were developed and endorsed by the newly elected group and a focus towards Drug and Alcohol, Youth Mental Health and Wellbeing was targeted as a key issue and was placed on the agenda for local representatives and service providers in these areas to be invited to attend next meeting.

The young people of Walgett Shire meet the new Youth Development Officer, Ms Sandra Bladen and PCYC Manager Amanda Cheal and several staff members, Police ACLO, Wally Cran, Mission Australia Youth Service staff member Charmaine Mara and Mackillop's Youth Case worker Sarah McBride.

**PCYC Collaboration and application for purpose built facility:**

Council continues to support and build capacity through organisations and individuals across the shire and support areas of need through partnerships and delivery support. Council works with a multitude of services across the Shire too numerous to mention.

The current push and support for a purpose built PCYC facility is gaining momentum and Council is a key player within this initiative. Further reports as news comes to hand.

**Aboriginal and Multi-Cultural Affairs:**

Councils Aboriginal Liaison & Community Development Officer continues to play a vital role within Council and aids in relationships across community. With the hectic series of events recently delivered to community the ACLDO supported all of these and worked with organisations to ensure that successful outcomes were first and foremost. The position sustains the support of local CDAT'S, DV Committee, Inter Agency Meetings and working groups and service providers addressing a range of needs of our residents.

**Libraries and services:**

**Walgett**

**Patrons and usage**



Libraries are constantly reinventing themselves as they respond to changing community needs and the benefits and challenges posed by new and emerging technologies. Our local libraries as community hubs have an important social function bringing people together from a cross section of the community, addressing isolation, and being a safe space where anyone is welcome.

Our libraries offer a range of materials that you can access free of charge including books, newspapers and magazines, DVD's and audio books as well as ebooks. Also 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.

You can use our computers to access the internet and Microsoft Office, plus printing and scanning facilities. Free wifi is 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 (28) boosted by (34) members re-registering giving a total of 759 current members. During this three month reporting period 1387 items were borrowed from the Library and 610 computer bookings were placed.

### **Preschool literacy**

Goonimoo Mobile Children's Service remains a key program of engagement with our younger generation every Monday morning recording approximately 20 infants and their carer's enjoying educational toys, story and rhyme time and craft activities.

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.

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

### **Library programs:**

Tuesday mornings Council host the knitting/coffee club, with 10 members engaged in the program. Currently the group are knitting premature baby cardigans to donate to special care nurseries and show items to display in the knitting section at our upcoming local show.

The local painting group use the Library on Thursdays with painting and art activities. Currently they have been working towards exhibiting in our local show and the CWA annual conference in Armidale. Technology awareness continues being promoted through Borrow Box to Library members helping them download eBooks, eMagazines and eAudio on their own devices.

### *Outreach programs*

Goonimoo Mobile Children's Service remains a key program of engagement with our younger generation every Monday morning recording approximately 20 infants and their carer's enjoying educational toys, story and rhyme time and craft activities.

### *Afterschool and holiday groups*

Holiday group activities are programmed for visits from youth and young adults spending their afternoons in the library. The library is very popular with the teenage children after school using our collections, computers, games, art equipment and Wi-Fi. These young patrons have displayed a respect for the library and continue to appreciate alternate means of engagement and literacy support.

### *Deposit stations*

Both deposit stations at Collarenebri and 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 12 members that meet once a month to discuss the book of the month and enjoy morning tea. We are currently reading murder mysteries by new and upcoming Australian fiction author Jane Harper.

### *Homebound*

This year homebound was launched within the Walgett community. To date we have 12 members in this program at Kookaburra Court and the Peg Cross ward at the Walgett Hospital who receive books, audio books, magazines and DVD's delivered every month.

### **Lightning Ridge:**

#### **Patrons and usage**

Lightning Ridge Library continues to be a very popular meeting spot for the local community that enjoy the space and initiatives it offers to all ages within the community.

New members for the reporting period totalled (33) plus (23) members re-registering giving a total of 754 members. During this reporting period 1317 items were borrowed from the Library and 418 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. This is a very popular activity for the younger children. We deliver interactive nursery rhymes, stories, songs and age appropriate craft using collections, activities and resources provided by the Library.

### *School Holiday & After School Programs*

Youth 10 years and over are encouraged to participate in afternoon programs in the Library to enhance their literacy skills and awareness of facilities offered at the library including board games, craft activities and computer workshops. This program is offered Wednesday and Thursday afternoons and continues to be popular during this quarter we have had over 150 youth and young people attending this program.

### *Book Club*

Book Club is still very popular with the community. We currently have 12 members involved in the Book club who meet every Friday from 10am – 12pm discussing various books and subjects and enjoying morning tea together.

### **Upcoming events and Programs:**

|                                    |                                              |
|------------------------------------|----------------------------------------------|
| <i>Volunteers Week 2018:</i>       | <i>21<sup>st</sup> – 27<sup>th</sup> May</i> |
| <i>Reconciliation Week 2018:</i>   | <i>27<sup>th</sup> May - 3rd June</i>        |
| <i>Youth Centre Accreditation:</i> | <i>May 2018</i>                              |
| <i>NAIDOC Week 2018:</i>           | <i>8<sup>th</sup> – 15<sup>th</sup> July</i> |

*Walgett Shire Vacation Care:* 9<sup>th</sup> - 21<sup>st</sup>, July  
*Local Government Week:* 30<sup>th</sup> July- 5<sup>th</sup> August  
*Local Government Awards Event:* 2<sup>nd</sup> August

**Relevant Reference Documents/Policies:**

Walgett Shire Council Community Strategic Plan 2017 – 2027, Walgett Shire Council Aboriginal Community Development and Reconciliation Plan 2007–2010, Walgett Shire Disability and Inclusion Plan 2017-2021, Walgett Shire Youth Development Youth Strategy 2009 – 2014, Walgett Shire Community Safety and Crime Prevention Plan 2016-2020, Australian National Quality Framework.

**Governance issues:**

The development of programs and activities are conducted with a whole of Shire focus to enhance access and equity for Shire 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 and programs conducted within applicable budgets.

**Conclusion:**

The Community Development team have progressed projects and programs this quarter in accordance with the Walgett Shire Council Community Strategic Plan 2017 – 2027, Walgett Shire Council Aboriginal Community Development and Reconciliation Plan 2007 – 2010, Walgett Shire Council Disability and Inclusion Plan 2017-2021, Walgett Shire Community Safety & Crime Prevention Plan 2016-2020, Youth Development Youth Strategy 2009 – 2014.

| Community Development Report January – April 2018                                                                                                                                      |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <p>That the report for Community Development &amp; Capacity Building: January – April 2018 be received.</p> <p><b>Moved:</b></p> <p><b>Seconded:</b></p> |

## 11.2.4 COMMUNITY DEVELOPMENT & CAPACITY BUILDING: MAY – JULY 2018

**REPORTING SECTION:** Corporate Services  
**AUTHOR:** George McCormick – Manager Community Development  
**FILE NUMBER:** 09/1763

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### **Summary:**

During this reporting period community services and development managed projects related and targeted community engagement, cultural development and recognition, group capacity building, Aboriginal and Multicultural Affairs, Senior's events, facilitating and supporting collaborative events targeting youth & early childhood initiatives.

### **Background:**

This report summarises project progress and outcomes of our community and youth development teams, Libraries and Aboriginal and Multicultural Affairs and delivery to communities across the Shire during the reporting period May – July 2018. Last report submitted January – April 2018.

### **Current Position:**

During the reporting period Council's community development team 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 *Council's Community Strategic Plan 2017-2027*.

### **Community capacity building:**

Council initiated "*community working groups*" across the three larger communities of Walgett, Lightning Ridge and Collarenebri in allowing collaboration and partnerships in delivery to community and targeted the eradication of duplication of service delivery continues to prove successful.

The formation of these groups has offered the whole of community, organisations, services and individuals an opportunity to have input into decisions and outcomes, planning and delivery of services and events. The concept has proved invaluable and sustainable as evidenced by the outstanding participation numbers at the recent series of events delivered across the larger communities within the Walgett Shire. Partnerships with services on all levels continue to strengthen as does the quality of programs to community.

During this reporting period our department has facilitated and supported the following:

- Community consultation, meetings and planning sessions regarding programing and event management and delivery
- Lightning Ridge Community Drug Action Team and Walgett Drug Action Team with key roles in committee and auspice body.
- Walgett Inter Agency/ Lightning Ridge Interagency – support of community function/ needs and program implementation
- Facilitated community / service provider meetings throughout the Shire
- Delivered Reconciliation Week events and programs across the Shire
- Delivered outstanding NAIDOC Week celebrations
- Walgett and Lightning Ridge Inter-agency groups
- Implemented series of Dance Parties across the Shire
- Supported Volunteers Picnic in Lightning Ridge

### **Walgett Shire NAIDOC WEEK events 2018:**

Partnership of the many services ensured engaging events in three larger communities during NAIDOC WEEK 2018. The many services, agencies, organisations and individuals that supported the wonderful events staged, acknowledging NAIDOC WEEK 2018 in the Walgett Shire offered community great opportunities to acknowledge, celebrate and become involved in the well planned initiatives and programs. Participation numbers were outstanding at all three major events and supporting programs in Lightning Ridge, Walgett and Collarenebri.

### **Youth Affairs**

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

Councils Aboriginal Liaison Officer and Youth Development Officer continue to promote and engage young people attending school with options in relation to the School 2 Work Program. The program has experienced a drop off in interest in the last few years however this year, due to an extensive promotional campaign there is an increased enthusiasm by young people across the Shire to participate.

Areas of work in which youth are engaged are libraries, youth centers, finance, outdoor staff visitor information centers and community development. Currently there are (3) three students engaged in the program in Walgett and (2) two in final stages of trial period in Collarenebri with interviews of potential candidates of Lightning Ridge soon to be carried out in the coming weeks. Service providers recently raised the issue of a seeming lack of skillsets in local unemployed people across the Shire and the lack of people applying for positions across the sector. 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.

This essentially is what the School 2 Work program aims to achieve. The School 2 Work Program was recently presented at Walgett Interagency Group meeting as a model for organisations and agencies to adopt or modify to suit their workplace in a bid to create a whole of community effort addressing employment prospects and work place readiness.

#### **After School Activities/ Youth Centre's:**

Youth Centre Participation numbers at youth centres continue to remain stable during this period. Lightning Ridge numbers continue to remain stable due to support by the FACS funded *Aboriginal Integrated Child and Family Centre* and local agencies in approving the service be delivered from that venue until further advised. Many new programs have been implemented with the new Youth Development Officer on board. Council continues to seek input on programs from the youth and young people this service is catering for, aiding in attendance and participation.

#### **Walgett Shire Vacation Care: April & July 2018 (4 week period)**

Youth Week in the Walgett Shire had outstanding numbers, with 2532 young people and community engaged and attending activities and events. The program designed by Youth Council and the Walgett Shire community development team focused around everything "Youth", incorporating the theme of the National Youth Week as well as extra events and activities. The community events proved popular and well attended by local members of the community. Service provider and local agency support continues to increase with collaborative delivery of programs benefiting all involved. (Refer to attached youth week 18 report).

Programs for July School Holiday period were also very well attended with an average of 45 young people per day at the Walgett centre. Lightning Ridge also recorded numbers of an average of 20 + young people per day utilizing the services and engaging in programs and initiatives offered by staff. Collarenebri recorded an average of 18 young people per day for the 2 week period. All programs included excursions and initiatives planned and developed by our Youth Council.

**Local Government Awards -National Youth Week 2018:**

National Week 2018 was rolled out across communities in April this year recording an outstanding number of youth participation to date delivering a variety of high quality and meaningful programs and initiatives offered to the youth and young people of Walgett Shire. The success of the program saw the Shire for the (12<sup>th</sup>) twelfth consecutive year, gaining recognition at State level with Walgett Shire Council judged finalists in all (4) four of the eligible categories of the NSW Local Government Youth Week Awards 2018, the only Council in NSW to achieve this.

The Youth Week Young People's Advisory Committee (a sub-committee of the NSW Youth Advisory Council) judged the Local Government Youth Week Awards at their final meeting in July 2018.

The assessment of the Awards is based on a range of information and criteria, including: information provided in the Council's evaluation of 2018, Youth Week history of previous Local Government Award recipients over the past 3-5 years, and how well the Council incorporated the aims of National Youth Week in their Youth Week Program

Representing Council at the 2018 Local Government Awards were Youth Council Chairperson, Miss Nyokia Townsend-(Walgett), Youth Council Publicity Officer, Mr Jade Peters – (Collarenebri) and Miss Alannah Dean (Local CDAT youth representative) Lightning Ridge, Walgett Shire Council Youth Development Officer Miss Sandra Bladen, Council's Manager Community Development, Mr George McCormick and Mayor Walgett Shire Council, Mr Ian Woodcock. In front of a huge crowd at the NSW Local Government Awards evening, Walgett Shire Council was awarded the winners of "NSW Best Local Youth Week Program 2018". Others in this category included Fairfield City Council, Camden Council, Dubbo Regional Council, Blacktown City Council and Port Macquarie- Hastings Council just to name a few.

Walgett Shire Council were also named as finalists in the following:

- *Best on-going commitment to local Youth Week programs 2018*
- *Best Small Council with the most outstanding Youth Week program in 2018*
- *NSW Health Play Safe Sexual Health Project Award 2018*

This is an outstanding result which again, for the (12<sup>th</sup>) twelfth consecutive year saw *Walgett Shire Council* and communities acknowledged by their peers for delivering great outcomes based results for our young people.

Underpinning the success is the role that *Walgett Shire Youth Council* plays in providing young people with a forum for decision making and participation in the youth week programs, **support and partnerships** from many services, agencies, and organisations local and beyond, our young people and a commitment from our Youth Development Officer and teams of youth and community staff to make a positive difference in the lives of our youth and young people.

*Note: Report of Youth Week 2018 to be tabled at Council meeting*

**Grant submissions lodged:**

Council's community development team has successfully submitted the following funding applications. *Transport for NSW:*

- Forward Momentum: assistance with community transport options
- Youth on the Move: Youth focused programs within the LGA
- World Away: Youth focused transport option outside of the Local LGA

*Department Family and Community Services*

- Youth Week 2018 – Implementation of Youth Week 2018
- Community Builders( recurrent ) / Community Youth and Family Services ( recurrent )

Council currently has applications submitted for Seniors Week Grant Funding and CASP funding.

**PCYC Collaboration and application for purpose built facility:**

The current push and support for a purpose built PCYC facility has gained momentum and Council is a key player within this initiative. Recently the State Government committed \$6 million dollars towards the building of a new PCYC facility within the community of Walgett. Council will work with PCYC in supplying suitable identified land and form an MOU in the coming months as this initiative progresses further.

**Libraries and services:**

**Walgett**

**Patrons and usage**

Today's libraries are about more than books. They are valuable centres of information for the entire community and a vital part of our social infrastructure.

Our libraries offer a range of materials that you can access free of charge including books, newspapers and magazines, DVD's and audio books as well as ebooks. Also 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.

You can use our computers to access the internet and Microsoft Office, plus printing and scanning facilities. Free wifi is 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 (22) boosted by (37) members re-registering giving a total of 785 current members. During this three month reporting period 1203 items were borrowed from the Library and 332 computer bookings were placed.

**Preschool literacy**

Goonimoo Mobile Children's Service remains a key program of engagement with our younger generation every Monday morning recording approximately 20 infants and their carer's enjoying educational toys, story and rhyme time and craft activities.

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.

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

### **Library programs:**

Tuesday mornings Council host the knitting/coffee club, with 10 members engaged in the program. Currently the group are busy hand knitting jumpers for drought stricken farmers to keep their orphaned lambs warm.

The local painting group use the Library on Thursdays with painting and art activities. Currently they have been working towards an exhibit at the end of the year.

Technology awareness continues being promoted through Borrow Box to Library members helping them download eBooks, eMagazines and eAudio on their own devices.

### **Outreach programs**

Goonimoo Mobile Children's Service remains a key program of engagement with our younger generation every Monday morning recording approximately 20 infants and their carer's enjoying educational toys, story and rhyme time and craft activities.

### **Afterschool and holiday groups**

Holiday group activities are programmed for visits from youth and young adults spending their afternoons in the library. The library is very popular with the teenage children after school using our collections, computers, games, art equipment and Wi-Fi. These young patrons have displayed a respect for the library and continue to appreciate alternate means of engagement and literacy support.

### **Deposit stations**

Both deposit stations at Collarenebri and 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 12 members that meet once a month to discuss the book of the month and enjoy morning tea. Which gives our members the opportunity to gain new friends and get involved with the community.

### **Homebound**

This year homebound was launched within the Walgett community. It has been tailored to individual needs for customers unable to access the library in person. To date we have 12 members in this program at Kookaburra Court and the Peg Cross ward at the Walgett Hospital.

### **Lighting Ridge:**

Patrons and usage

Lightning Ridge offers a range of materials that you can access free of charge including books, newspapers and magazines, DVD's and audio books as well as ebooks. Also 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 (16) plus (35) members re-registering giving a total of 777 members. During this reporting period 1177 items were borrowed from the Library and 424 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 will provide you with the tools and resources to nurture your child's love of reading.

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

Youth 10 years and over are encouraged to participate in afternoon programs in the Library to enhance their literacy skills and awareness of facilities offered at the library including board games, craft activities and computer workshops. This program is offered Wednesday and Thursday afternoons and continues to be popular during this quarter we have had over 150 youth and young people attending this program.

### **Book Club**

Book Club is still very popular with the community. Book clubs are great social forums and provide many opportunities to meet new people as well as providing an enjoyable and meaningful addition to your social calendar. We currently have 12 members involved in the Book club who meet every Friday from 10am – 12pm discussing various books and subjects and enjoying morning tea together

### **Upcoming events and Programs:**

|                                       |                                                    |
|---------------------------------------|----------------------------------------------------|
| <i>Disability Action Week 2018</i>    | <i>13<sup>th</sup> – 19<sup>th</sup> September</i> |
| <i>Vacation Care Holiday Programs</i> | <i>28<sup>th</sup> - 12<sup>th</sup> October</i>   |
| <i>National Children's Week 2018</i>  | <i>19<sup>th</sup> – 28<sup>th</sup> October</i>   |

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

Walgett Shire Council Community Strategic Plan 2017 – 2027, Walgett Shire Council Aboriginal Community Development and Reconciliation Plan 2007–2010, Walgett Shire Disability and Inclusion Plan 2017-2021 , Walgett Shire Youth Development Youth Strategy 2009 – 2014, Walgett Shire Community Safety and Crime Prevention Plan 2016-2020

### **Governance issues:**

The development of programs and activities are conducted with a whole of Shire focus to enhance access and equity for Shire 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 and programs conducted within applicable budgets.

### **Alternative Solutions/Options:**

Not applicable

### **Conclusion:**

The Community Development team have progressed projects and programs this quarter in accordance with the Walgett Shire Council Community Strategic Plan 2017 – 2027 , Walgett

Shire Council Aboriginal Community Development and Reconciliation Plan 2007 – 2010, Walgett Shire Council Disability and Inclusion Plan 2017-2021, Walgett Shire Community Safety & Crime Prevention Plan 2016-2020, Youth Development Youth Strategy 2009 – 2014.

|                                                     |
|-----------------------------------------------------|
| <b>Community Development Report May – July 2018</b> |
|-----------------------------------------------------|

**Recommendation:**

That the report for Community Development & Capacity Building: May – July 2018 be received and that the Walgett Shire Youth Week 2018 report be tabled and noted.

**Moved:**

**Seconded:**

## 11.2.5 MATTERS GENERALLY FOR BRIEF MENTION OR INFORMATION FROM CHIEF FINANCIAL OFFICER

**REPORTING SECTION:** Corporate  
**AUTHOR:** Michael Urquhart – Chief Financial Officer  
**FILE NUMBER:** 00/00/00

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### 1. Property Matters

- The CFO has already updated Councillors, Senior Management and the Jockey Club President on the closure of the **Collarenebri Showground grandstand**. The support structure has been compromised with a crack in one of the main support beams. The building has been inspected by a structural engineer and a construction executive, all of whom agree the building will not collapse, however, there is a risk of support failure should the grandstand be subject to increased loading from the seating area. As the building is heritage listed Council must now consult with the heritage advisor, as to what options are available. Estimates are currently underway for the refurbishment and alternative solutions that may include the roof of the grandstand on another free standing structure with a terraced viewing area adjacent to the racetrack. A further report shall be tabled when more information is to hand.
- The CFO is suggesting that another public meeting be called regarding the future of the **Colless grandstand**. A majority of Councillors did not attend the previous meeting due to a breakdown in communications and the meeting was poorly attended by members of the public. The Dubbo based construction company (as mentioned above) is also working through estimates for the repair of the Colless grandstand.
- Discussions are continuing with the **Walgett PCYC** for the provision of suitable land to accommodate the proposed PCYC complex in Walgett. The CFO is proposing to have the PCYC make a presentation to Council in the coming month, outlining the arrangements necessary to develop a suitable MOU, and to evaluate Council's on-going involvement, with either financial or in-kind support to the facility. In order for members of the PCYC committee and staff to appreciate what activities and functional areas can be included in a complex of this size, the CFO has arranged for a visit to a number of facilities in Tamworth. This will involve travel to Tamworth and accommodation on Thursday 30<sup>th</sup> August 18, with site inspections held on Friday 31<sup>st</sup> August 18.
- **Grey Park Walgett** shade sail. Contractor to remove existing sail and construct. Purchase order issued for new shade shelter. **Estimated Completion Date 30<sup>th</sup> September 2018.**
- **Collarenebri Swimming Pool** shade sail construction work will be completed prior to **31<sup>st</sup> August 2018.**
- The consultant has provided Council with a report on the condition of the **Lightning Ridge bore bath** and the amenities building which has been reported to Council. The plans made available in November were changed because of risk issues with the disable ramp. It is proposed to call expressions of interest as soon as the plans and scope of works is available. **Estimated completion date December 2018.**
- Refurbishment of the bathroom facilities at the **Administration Centre** has been put on hold. Updated quotations will be sought in new-year with work to be carried out prior to 31<sup>st</sup> December 2018. **On-hold development of refurbishment strategy.**
- Work has commenced on the painting of the **Walgett Swimming Pool** amenities. Painting of the kiosk/entry will commence after the 18/19 season. New galvanised lids have been installed in the walkways. Painting of the pool deck was completed on 8<sup>th</sup> August 18. The contractor shall return at the end of the 18/19 season to paint the

big pool, repair leaks in the expansion joints and replace tiles around the gutters.  
*Estimated Completion Date 30<sup>th</sup> April 2019.*

- Both **Collarenebri pools** have been repainted and this work was completed on the 10<sup>th</sup> August 18. The contractor has done an excellent job and while on site made a number of major repairs to damaged expansion joints gutters and leaks evident in parts of the big pool. The contractor also carried out an inspection of all pool facilities such as pool sheds and the storage of chemicals. He will provide Council with a full report on housekeeping and operational procedures, along with a list of improvements necessary to maintain a high standard of risk management at the facilities. A local builder has also been engaged to carry out repairs to the amenities building, including roof, toilets and floors.
- **Burren Junction Hall** grant application approved. Tenders and quotations for the work have been received and shall commence after Council approves of the successful tenderer. *No Estimated Completion date to hand.*
- Purchase Order issued for the **Burren Junction toilet facility**. **Purchase order issued.** *Estimated Completion Date 31<sup>st</sup> August 2018.*
- Estimates are underway for painting/refurbishment and air conditioning of the **Collarenebri Town Hall**. It is recommended this project be also funded from the “Drought Communities program”. A scope of works is also under development. Completion date depends on approval of grant application. *Project withdrawn due to changes in priority of possible program projects.*
- An engineering firm has been engaged to provide a report on the strengthening of the **Colless grandstand** and scope of works for the tender process. A number of issues has arisen with the project, including the corrosion of support posts and movement of existing concrete paths which need addressing before the seating can be refurbished. A variation to the original grant allocation will be needed. A construction firm from Dubbo is reviewing the Engineers report and a further report shall be provided to Council in the coming months. *Estimated Completion Date Timeframe not available. SEE CFO Report to June Council meeting.*
- **Len Cram Park** disabled toilet. Purchase order issued. *Estimated Completion Date 31<sup>st</sup> August 2018.*
- Grant application submitted for two (2) sheds for the **Collarenebri Showground**. Grant approved. Two shed company representatives attended the on-site and quotations are expected in the coming week. *Estimated Completion Date 30<sup>th</sup> October 2018.*
- The **Lightning Ridge depot** has a number of Workplace Health and Safety issues and this will be the subject of a further report to Council. Council’s WH & S Officer is currently investigating a number areas that require upgrade. Discussions to be held with Director Engineering to assess scope of works and completion date.
- Council has received a quotation for the Collarenebri Golf Club replacement as this is an insurance matter. *Timeframe not available.*
- Quotations are being sought for the upgrade of toilet facilities at Burren Junction Bore Baths, Carinda Pool, Walgett Showground and new kitchen and dining facilities for the Collarenebri Showground with funding from the ‘Drought Communities fund’. *Project withdrawn due to changes in priority of possible program projects.*
- Renewal of sign at Burren Junction bore baths, quotations to be sought. Other signs completed by 355 Committee.
- Walgett Youth Centre maintenance on kitchen to prevent vermin entering building, plus additional sink installation. *Estimated Completion Date 31<sup>st</sup> August 2018.*

**Note from CFO.**

The time frame for the abovementioned works are estimates only and will be updated monthly as work progresses.

## **2. Finance & Administration**

- LG Solutions have been contacted regarding the process to prepare budget papers in a line item format.
- Water standpipe testing continuing with Info Services Co-ordinator to prepare for training of staff and issue of information brochure. Underway.
- Tip and Quarry remediation costs completed by contractor's in readiness for inclusion in the annual financial statements.
- CFO to check with Audit Office if on-site for interim audit and possible meeting with Council. AO no response to date.
- Advice sent to Big Sky Library of Council resolution to sign off on Service Agreement.
- FBT Policy to be developed. Underway.
- Work is progressing for completion of the 2017/18 financial statements..
- Staff appraisals completed by 31<sup>st</sup> July 2018.
- Email sent to OLG regarding special rates for water access by ratepayers outside reticulation system. No response as yet.
- 1<sup>st</sup> July 18 implementation of new capital works suspense ledgers with asset sub-accounts for assets system integration.
- Development of WH & S Strategy.
- CIP review with Statewide Manager Complete.
- Council to look at Statewide Airport management system.
- CFO presentation to community forums to include Council initiative for placing defibrillators in shire villages and towns.
- Local Government Week July/August 2018 – Theme “The Power of People”. The event was held at Lightning Ridge and was a huge success, with an estimated 100 people attending to discuss a range of matters from rating, water charges, Western Land Leases to companion animals.
- School to work program underway and in place.

### **Matters Generally for Brief Mention or Information Only – From Chief Financial Officer**

#### **Recommendation:**

That the Matters Generally for Brief Mention or Information Only from the Chief Financial Officer in the following areas; Property Matters, Finance & Administration and Community Services be received and noted.

#### **Moved:**

#### **Seconded:**

**11.2.6 SUPPLEMENTARY REPORT - 30TH JUNE 2018 DELIVERY PROGRAM  
AND OPERATIONAL PLAN STATUS**

*Please note the above titled report will be tabled at the meeting.*

## 11.3 ENVIRONMENTAL SERVICES

### 11.3.1 HERITAGE ADVISOR ROLE

|                           |                                                       |
|---------------------------|-------------------------------------------------------|
| <b>REPORTING SECTION:</b> | <b>Environmental Services</b>                         |
| <b>AUTHOR:</b>            | <b>Jess McDonald, Director Environmental Services</b> |
| <b>FILE NUMBER:</b>       | <b>00/00/00</b>                                       |

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**Summary:**

This report discusses the resignation of Council's Heritage Advisor, Mr. Ray Christison and recommending the engagement of a new Heritage Advisor. Ms Tanya Cullen.

**Background:**

Ray Christison was engaged by Council in September 2008 and remained as Council's Heritage Advisor until recently. Ray formally resigned from Council in March 2018, however, has continued to perform his role and work in the background to provide staff with support and assistance into the newly released round of Heritage Funding for the community.

Ray states; 'It's been a wonderful journey and I have really enjoyed the past ten years. I spent a lot of time in the early years healing the negative legacy left by my predecessor. I have been very humbled by the loyalty shown to me by my colleagues at Walgett and the support I have received from the community. Resigning as Heritage Advisor was a very difficult decision for me to make'.

**Current position:**

Ray will continue to provide a level of support to Council until such time a new Advisor is engaged. Ray has recommended the services of Ms. Tanya Cullen, who is also servicing shires in the area including some of Ray's previous Council's.

Tanya is an enthusiastic and experienced Heritage Advisor with a strong background in Town Planning. Attached is the fee proposal from Tanya Cullen.

The DES met with Tanya in April 2018 to discuss Council's funding, objectives and local issues and Ms. Cullen has expressed great interest in working within the shire. The engagement of Tanya Cullen as Council's Heritage Advisor would be funded under the existing Heritage Advisor budget.

A handover of Heritage Advisor projects and tasks as well as a meeting with Council staff is anticipated around September/October 2018.

**Relevant reference documents/policies:**

Email from Ray Christison regarding his resignation from the heritage Advisor Role.  
Email and Fee proposal from Tanya Cullen dated 14<sup>th</sup> May 2018.  
Environmental Planning & Assessment Act 2018.  
Local Government Act 1993.  
Walgett Shire Council Local Environmental Plan 2013.

**Governance issues:**

Environmental Planning & Assessment Act 2018  
Local Government Act 1993  
Walgett Shire Council Local Environmental Plan 2013

**Environmental issues:**

The Heritage Advisor Role provides essential advice and support on local Heritage matters and contributes towards improving the built environment and ensuring the preservation and development of local heritage items.

**Stakeholders:**

Walgett Shire Council, Community, Heritage Advisor

**Financial Implications:**

The engagement of Tanya Cullen as Council's Heritage Advisor would be funded under the existing Heritage Advisor budget and it is considered the services of the new Heritage Advisor will be covered wholly within the existing budget.

**Alternative solutions/options:**

Not engage a Heritage Advisor This option is not recommended as, the Heritage Advisor role has been vital to Council's on-going heritage Funding, improving the built environment and ensuring the on-going protection, maintenance and development of local Heritage items. Council staff learn a lot from the advisors and are able to gain important practical advice and knowledge on specific Heritage matters as they arise.

| Heritage Advisor Role                                                                                                                                                                                                                                                                                                                                                                                 |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <ol style="list-style-type: none"><li>1. Note the resignation of Ray Christison as Heritage Advisor and thank him for his service, dedications and contributions to Walgett Shire.</li><li>2. Authorise the Acting General Manager to engage the services of Ms. Tanya Cullen as Council's new Heritage Advisor.</li></ol> <p><b>Moved:</b></p> <p><b>Seconded:</b></p> |



**Attachments:**

1. Email from Ray Christison.
2. Email From Tanya Cullen
3. Fee proposal from Tanya Cullen.



## Attachment 1

Hi Jess,

I am currently re-evaluating my workload and I think it's time for me to remove myself from some of my Heritage Advisor roles. At this point in time I would like (very reluctantly) to finish my arrangement with Walgett Shire Council at the end of the current financial year.

I find you guys so wonderful to work with and the country around Walgett has really taken a hold on me. I always enjoy being there, but I am finding myself experiencing an increasing level of fatigue, which I need to manage.

I have cc'd Tanya Cullen on this email. She is an excellent and very experienced town planner who I have been mentoring to undertake heritage work. She is currently working as Heritage Advisor for Gilgandra Shire and she is willing to come up to Walgett. I have every confidence that she will be able to meet Council's needs as a contract planner and/or Heritage Advisor. I have discussed this with Tanya and she is happy for you to contact her.

I'll be up in April to inspect Local Heritage Fund project completions and we can talk further then.

|

Best regards

**Ray Christison**

**Managing Director**

**High Ground Consulting**

## Attachment 2

Hello Jess

It was good to meet you last Friday in Coonamble - I left feeling pretty excited about some things we could work on together.

As you asked for at our meeting, I have prepared a fee proposal which is attached. I have also attached my CV to give you some idea of my experience in town planning and heritage fields. You'll see I've worked across various levels of government (including some 20 years in local government) and also in the private sector for about 3 years now. Most recently, I have provided town planning and/or heritage services to Griffith Council, Hilltops Council and Gilgandra Council and can provide you with contacts from those Councils if it assists.

I hope you got from our discussions that I'm pretty flexible and practical; I realised a long time ago that perfect doesn't exist and that picking your battles gets better outcomes than a constant 'fight'. It sounded to me like you had some really good ideas and plans you'd like to implement; a lot of my experience has been starting with a blank paper and making change happen and I would really appreciate the opportunity to work with you.

My partner, Luke, and I are away for a while from the 19 May until 13 September. I'll be contactable by phone and email during that time and will be working on a range of projects while we're away; if you decide to accept my fee proposal, I'll happily work on whatever you might need in that time. We talked about a possible training session in September with Ray and I'll happily work with you and Ray to make that happen.

Please feel free to contact me to discuss any of this proposal as needed - and thanks again for your time last week. It was really great to meet someone so enthusiastic about their work.

Regards  
Tanya

Tanya Cullen  
Principal Consultant

## Attachment 3

Tanya Cullen  
0421 915 006  
tanya@pandhs.com.au  
www.pandhs.com.au



PO Box 109 | Binalong NSW 2584

Ref: FP17-09

1 May 2018

Ms Jess McDonald  
Director Environmental Services  
Walgett Shire Council  
PO Box 31  
Walgett NSW 2832

Dear Ms McDonald,

### **Fee proposal for provision of heritage and town planning services to Walgett Shire Council**

Thank you for meeting with me in Coonamble on Friday 27 May 2018 – it was really good to meet you. As requested in that meeting, I have prepared a fee proposal that I hope suits your requirements for the provision of Heritage Advisor and town planning services for Walgett Shire Council, as set out below.

#### **Service to be provided**

- **Heritage Advisor services**  
I will deliver the key duties associated with those of a Local Government Heritage Advisor as stated in the *"How to Establish a Heritage Advisor Service"* guide produced by the NSW Office of Environment and Heritage. This will include visiting the Walgett Shire up to 4 times per year on a regular basis, to be agreed with you. Additional visits will be accommodated as needed. I will be available for telephone or email advice as required.
- **Town Planning services**  
I will provide town planning services as required by you, from strategic planning through to development assessment, including training of staff in town planning practices and legislative requirements as requested or required by Walgett Shire Council.

#### **Proposed fee**

My proposed fee for the provision of Heritage Advisor and/or Town Planning services is as follows:

|                                                       |           |                 |
|-------------------------------------------------------|-----------|-----------------|
| 1. Visit to Walgett Shire – per day                   | \$1000.00 | (excluding GST) |
| 2. Travel expenses – per visit                        | \$200.00  | (excluding GST) |
| 3. Hourly fee (for work outside of a scheduled visit) | \$135.00  | (excluding GST) |

These fees include all anticipated disbursements, research and administrative expenses associated with tasks you may require me to undertake.

I will not charge for phone or email requests for advice or assistance, unless substantial amounts of work are involved in responding. In such cases, I will advise you of the likely number of hours for any work to be undertaken.

**Insurances**

I hold the following current insurances (and can provide certificates of currency as required):

- Professional indemnity insurance to the value of \$2 million;
- Public Liability insurance to the value of \$20 million; and
- Workers Compensation insurance under the NSW iCare scheme.

My company is registered on the state-wide Contractor Insurance Management System.

**Qualifications**

I hold undergraduate qualifications in Archaeology (University of New England) and History (University of New South Wales) and post-graduate qualifications in Urban and Regional Planning (University of New England) and Information Management (University of New South Wales).

Please contact me on 0421 915 006 should you wish to discuss this proposal. I look forward to hearing from you in due course.

Yours faithfully



**Tanya Cullen**  
Principal Consultant

### 11.3.2 SEATING IN COLLARENEBRI

|                           |                                                       |
|---------------------------|-------------------------------------------------------|
| <b>REPORTING SECTION:</b> | <b>Environmental Services</b>                         |
| <b>AUTHOR:</b>            | <b>Director Environmental Services, Jess McDonald</b> |
| <b>FILE NUMBER:</b>       | <b>00/00/00</b>                                       |

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**Summary:**

This report discusses previous issues with seating in Collarenebri and recent requests from members of the public to have permanent seating installed in the Main Street of Collarenebri (Wilson Street).

**Background:**

Some time ago, permanent seating existed in the Main Street of Collarenebri. It was considered this seating contributed to increased incidences of littering in the street and the increased need to provide cleaning and maintenance in the area. There were complaints from community members and tourists about the lack of cleanliness in the area and as such, it was decided to remove the seating to promote a cleaner street for the town.

More recently, Council has received communications from members of the public regarding the installation of the seating and the matter has been discussed at previous Council meetings.

**Current position:**

Council has received requests from Kate Polsoni, the latest correspondence being 21st July 2018 (attached) in regards to having these seats reinstalled for use by the community. The matter was discussed at Council at the June 2018 meeting and a motion passed that Council would develop a policy which does not allow for permanent seating in the Main Street of Collarenebri. It was also discussed that more seating could be added in areas such as near the skate park area in order to respond to these important issues and to provide more seating near the CBD.

Investigations are underway, as per Council's request, to investigate the possibility of the removal of the old brown shed located in Walgett Street, next to the developed skate park. Council may consider the cost of removing this structure to add in seating for use of the community and tourists.

Further investigations continue into alternate locations for seating.

Temporary chairs, such as those associated with a café, may be acceptable and are subject to an Activity Approval from Council under the Local Government Act 1993.

**Relevant reference documents/policies:**

Email from Kate Polsoni 21<sup>st</sup> July 2018.

**Governance issues:**

Roads Act 1993, Local Government Act 1993.

**Environmental issues:**

Previously, permanent chairs in the Main Street were removed as it was considered they promoted littering and other behaviours which required constant maintenance from Council staff and drew complaints from community members and tourists. These issues appear to have ceased since the removal of the chairs.

**Stakeholders:**

Walgett Shire Council, Community, Tourists

**Financial Implications:**

Costs of Investigations into the old structure on Walgett Street (Brown Shed) located next to the Skate Park. Potential costs associated with redevelopment of the site for seating.

**Alternative solutions/options:**

Council Provide additional seating to the Main Street of Collarenebri:- This option is not recommended as, per previous discussions at Council, the seating was removed due to increased instances of littering and other issues that occurred around the seating.

Do Nothing: This is not recommended as Council has received correspondence from a community members, regarding the installation of seats and as such, a final decision regarding the matter is required and a letter of response provided to the writer.

Develop a policy prohibiting seating from the Main Street (Wilson Street) Collarenebri – This option is not recommended as it is not necessary. Council can resolve not to install permanent seating in the Main Street and this resolution will carry until such time as a new resolution is made. A policy can be amended and is subject to adoption processes which is not required to achieve the desired outcome. Temporary chairs, such as those associated with a café, may be acceptable subject to an Activity Approval from Council under the Local Government Act 1993.

| <b>Collarenebri Main Street (Wilson Street) Seating</b>                                                                                                                                                                                                                                                             |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation</b></p> <p>Not provide permanent seating to the Collarenebri Main Street (Wilson Street) and immediate CBD area and to continue investigations into alternate locations within the town, close to the CBD where new seating can be installed.</p> <p><b>Moved:</b></p> <p><b>Seconded:</b></p> |

**Attachments:**

A – Email from Kate Polsoni 21<sup>st</sup> July 2018

**From:** gabriele Polsoni [<mailto:gabepolsoni@yahoo.com.au>]  
**Sent:** Saturday, July 21, 2018 7:39 AM  
**To:** Don Ramsland <[dramslan@walgett.nsw.gov.au](mailto:dramslan@walgett.nsw.gov.au)>  
**Subject:** Response to your email

Dear Mr Ramsland

Can you please advise whether council had any consultation with the constituents of the shire prior to the approval for development of the footpath policy. |

I am aware that the development of The footpath policy and its possible effects for the shire was announced at the budget meeting on the 22/5/18 at 5.30pm, following the presented mention by councillor Kelly Smith at the public council meeting on the same day at 10am on the 22/5/18. My husband and I were the only members of the community present at the 10am council meeting and of whom were refused permission to speak by yourself and the Mayor. This mention by councillor Smith was first mentioned On the agenda for the 10am meeting on the same day.

I would also like to know why council after accepting that there is a need , approving the purchase of the seats and promises of installation of the seats in Wilson Street why council now not only have stalled in installing the seats after giving several installation dates over the past seven months (November 2017 to May 2018) but now council and yourself as managing director claim that the promised installation of the seats in Wilson Street is pending the development of a footpath policy which in fact will ban all seating in the CBD of Collarenebri and through out the Shire, therefore not only severely impacting on the elderly, Handicapped, disabled and able bodied residents of collarenebri but also potentially the residents of other towns and villages throughout the Walgett Shire.

Your response to this email would be greatly appreciated.

Kind regards

Mrs Kate Polsoni

### 11.3.3 EUTHANASIA AGREEMENT – NORTH WEST VETS

**REPORTING SECTION:** Environmental Services  
**AUTHOR:** Director Environmental Services, Jess McDonald  
**FILE NUMBER:** 00/00/00

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**Summary:**

This report discusses the recent agreement with North West Vets (currently operating in Walgett and Lightning Ridge) to provide necessary euthanasia and veterinary services to the Walgett Shire Council.

**Background:**

In March 2018 Walgett Shire entered into an agreement with North West vets to provide euthanasia services over a trial period to assess the effectiveness of the services and determine the benefits of an on-going relationship between Council and North West vets. It was agreed that in emergency situations, Council staff may still be required to perform euthanasia in accordance with Council's previously more usual method.

**Current position:**

It is considered the working relationship with North West Vets is effective and sends a positive message to the community that Walgett Shire is working with local Vets to ensure the humane euthanasia of animals. Council has received positive feedback regarding the agreement.

North West Vets and DES have agreed to an on-going relationship and the previously agreed costs to Council will continue where Council continues to support the use of the Vets for Euthanasia. There may be occasions in emergency situations where Council staff may be required to perform the procedure using Council's previously more common method and Council staffed are licensed and trained to do so. This is in the interest in the welfare of the animal in may include stock and wildlife.

This step is positive in ensuring on-going welfare of Council staff as euthanasia is commonly a stressful situation within the role.

Council's DES will be working with the Regulatory Control Officer to develop new procedures and policies incorporating the new changes and Council staff look forward to a positive on-going relationship with North West Vets.

**Relevant reference documents/policies:**

Walgett Shire Council Regulatory Control Officer Procedures Manual.

**Governance issues:**

Companions Animals Act, 1998.

**Environmental issues:**

The relationship with North West vets promotes a positive working environment for staff.

**Stakeholders:**

Walgett Shire Council, North West Vets, Community, Regulatory Officer

**Financial Implications:**

At present, costs will remain the same as per previous report to April 2018 meeting:

- Dogs < 30kg \$20 each OR dogs > 30kg \$30 each



- Cats: \$15 each
- Litters of Puppies and Kittens: \$10-\$30 per litter, depending on numbers in each litter.
- (all prices include GST)
- It is estimated that a total of up to 30 animals may be euthanised per quarter, based on current data, which may cost Council up to \$660 for the quarter.

**Alternative solutions/options:**

Not proceed with agreement with North West Vets and continue using the usual method with Council staff-This option is not recommended as the relationship has had a positive impact on the community and staff. Given the perception the community has around euthanasia methods, the use of the vets is considered positive and can take pressure of staff from performing the procedure. Council staff will perform the procedure humanely in emergency situations as required.

| <b>Euthanasia Agreement – North West Vets</b>                                                                                                                                     |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation</b></p> <p>Council note the above report and endorse the actions of the Director of Environmental Services.</p> <p><b>Moved:</b></p> <p><b>Seconded:</b></p> |

### 11.3.4 LIGHTNING RIDGE ROYAL FLYING DOCTORS RETURN AND EARN FACILITY

**REPORTING SECTION:** Environmental Services  
**AUTHOR:** Jess McDonald, Director Environmental Services  
**FILE NUMBER:** 00/00/00

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**Summary:**

This report outlines the operations of the Lightning Ridge Royal Flying Doctors Service Return & Earn Scheme which is currently Council's only return & earn facility. This facility is operated as a not-for-profit organisation and donates monies made through the scheme to the RFDS and relies on the generosity of six to 12 volunteers every week to operate. The facility is open to the public on Thursdays and Saturday's from 9am to 1pm however requires many outside of hour's preparation and organisation from the volunteers to maintain operations.

**Background:**

The RFDS Return & Earn Facility opened in Lightning Ridge in December 2017. The facility works in conjunction with the requirements of Cleanaway which dictates the terms of the operations and works with facilities within NSW. The facility relies on the donations of recyclable cans and bottles accepted under the R&E Scheme developed by the NSW Government.

At the commencement of Operations, the facility had a backlog of donated cans and continued to receive a large portion of donations for a period of time. These donations allowed the facility to operate such that the operational expenses were covered and the RFDS received a good contribution, such that the volunteers felt their time and efforts were absolutely worthwhile.

Throughout 2018, the operators of the facility have noticed a trend in a reduction of donated bottles and cans and an increase in the number of person's exchanging items for cash. Whilst persons wishing to exchange items for cash is to be expected, the operators of the facility noticed that the decrease in donations had become low enough to the point where the operational costs of running the facility outweigh monies that can donated onto the RFDS, once essential operating costs are covered.

**Current position:**

At present, the facility is located in the Industrial Area of Lightning Ridge and is operated by Ian & Debbie Scott with the assistance of volunteers. In accordance with the agreement with Cleanaway, the only equipment provided is two containers, which Cleanaway organises to be picked up when full, with two empty container's dropped off at the same time. Cleanaway also organises a float for monies.

Each container has the ability to hold about 25,000 items per load. Items eligible for a full refund cannot be damaged or dented to be able to be processed at Cleanaway's main processing facility.

Debbie & Ian Scott use their own facilities including bins, cranes, computers, vehicles, fork lift and shed for the operations to occur.

For each item the facility received that is eligible for a full refund, that item receives 13.5 cents.

However, in the case where a customer exchanges items for cashback, the facility provides 10 cents from the 13.5 cents to the customer per item. This means that the facility will keep 3.5 cents per item when a customer opts for cashback.

In the event of 1000 items being handed over for cashback, the facility will receive \$35.00. In the event of 1000 items being donated, the facility will receive \$135.00. Each container carried about 1.2 tonnes of bottles and cans, non-crushed. On a typical day, the facility may see around 40 customers come through, with around seven of those dropping off donations. Generally, less than 1000 items are handed over during operating hours for donation and the volunteers need to source further donations outside of operating hours to maintain income for the RFDS.

On occasion, once the containers of items are processed at the main facility in Sydney, the Lightning Ridge facility will receive notification of an amount of items that have been rejected by the facility. These items are then not paid for to the volunteers at RFDS, further reducing income to the facility. Despite many attempts by the volunteers of the facility and Council to receive information from Cleanaway as to why the items are being rejected, no formal response or information has been offered. It is considered these rejected items are most likely damaged during transport, which is conducted by Cleanaway themselves.

The facility organises its own donations and works with various individuals to transport donated items back to the facility. The facility also has to deal with the many items that come through that are not eligible for refunds. Generally, these items are crushed using a can press into cubes and are sent to Sell & Parker Metal Recycling Services for processing. The facility will receive around \$1.40 per kilo for these cans. A bin is provided at the front of the facility outside of operating hours to allow for item donations to occur anytime which helps to encourage more donations. This has been helpful however it also promotes other rubbish being dumped in the bin including cardboard and other wastes which require management at the facility.

The operators have also had their own 'cages' made up to be placed in various locations within the town or shire, where people can drop their cans and bottles off for recycling. The general operational costs of the facility are around \$500 per week including the use of the premises, electricity, vehicle operating costs, office equipment and plant use and maintenance. This does not include time or efforts from the various volunteers who transport items for the facility or donate their time, vehicles and property to assist the RFDS with the facility and its operations.

The operators of the facility have indicated that given the trends in decreasing donations of items to the facility and the increase in requests for cashbacks, the operating costs of the facility will outweigh the monies received into the facility. This will mean that ultimately, the operators will be funding the facility out of their own pocket and there will be no donations to the RFDS at all. With this information, it has been suggested that the facility would need to be closed down as it is no longer a benefit to the RFDS and the efforts of the volunteers.

### **Recycling in Walgett Shire**

At present there are minimal processes in place for recycling in Walgett Shire. Main stream processes are costly and the China Sword issue is forcing Council's with solid recycling processes in place to rethink where to send or use their resources. Transport of resources and recyclables can be costly given resources need to be moved quite a distance. Local solutions in recycling are a practical option to reduce the amount of resources going to Landfill. The Lightning Ridge landfill is under pressure with only around 4-5 years left of life based on current volumes of rubbish entering the landfill facility. The ability to redirect resources from the landfill into facilities such as the RFDS R&E is extremely beneficial to the

Council and can assist in educating the community about recycling and assist in helping change behaviours of community members to promote further incidences of recycling and reducing waste.

The Lightning Ridge facility redirects many tonnes of waste away from the Landfill in the shire and encourages the community to rethink their options when throwing away rubbish at home. The loss of the facility would mean that around 3 tonnes of waste would be sent back into the landfill each week. This equates to around 156 tonnes per year of waste.

The Walgett Shire is seeking to adopt a new Waste Management Strategy and is looking to incorporate recycling into the shire in the future. Given the limited opportunity for recycling within the shire, it would be beneficial to Council to support the current initiatives already in operation, especially given that the RFDS R&E facility is also a not for profit organisation which supports a highly essential function for health services and is also run purely by volunteers.

It is considered some of these benefits to Council and the community are:

- Redirection of wastes from landfill, improving landfill health and life;
- Promoting and educating the community about recycling, helping to change the behaviours of individual, improving our chances of improving and increasing recycling into the future;
- Improving opportunities for recycling in the future, as we work to build on current operations and expand on these opportunities.

#### **Where to from here**

Given the benefits to the Council and community the RFDS R&E facility offers, it is proposed that Council consider providing assistance to the facility in order to continue its operations. Council is also looking at potential opportunities to assist in increasing donations, including providing transport for said donations.

Funding would be provided direct to the facility from the Domestic Waste Management Fund (DWM). An agreement to provide funding for an initial 6 months is proposed with RFDS R&R Facility providing monthly feedback on expenditure, income, donations and data on wastes received, processed, rejected and forwarded onto Cleanaway. This data will allow Council to determine how on-going support will be arranged.

#### **Governance issues:**

Return & Earn Scheme, NSW Government;

#### **Environmental issues:**

The R&E scheme is aimed at reducing the number of cans, plastic and glass bottles introduced into Landfills each year. At present, the RFDS R&E facility is the only recycling facility in the shire, redirecting tonnes of bottles and cans away from the landfill.

#### **Stakeholders:**

Walgett Shire Council, Community, RFDS R&E Facility, Cleanaway

#### **Financial Implications:**

It is proposed that, for an initial 6 month period, Council cover the operational costs of the RFDS R&E facility at \$500 per week at a total cost of \$12,000. At the end of the 6 month period, using data lodged by the RFDS R&E Facility, further analysis can be undertaken to determine on-going support and assess the benefits to Council and the community and a budget included as part of the 2019/2020 DWM budgets.

**Lightning Ridge Royal Flying Doctors Return and Earn Facility**

**Recommendation:**

Provide funding to the total of \$12,000 for an initial six (6) month period to the Royal Flying Doctors Service Return & Earn Facility, to be paid monthly. A review of the support provided by Council will be conducted in six (6) months' time to determine on-going support.

**Moved:**

**Seconded:**

### 11.3.5 LIGHTNING RIDGE TRANSFER STATION – FUNDING FROM NSW ENVIRONMENTAL TRUST, WASTE LESS, RECYCLE MORE INITIATIVE

**REPORTING SECTION:** Environmental Services  
**AUTHOR:** Jess McDonald, Director Environmental Services  
**FILE NUMBER:** 00/00/00

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**Summary:**

This report outlines the funding agreement from NSW Environmental trust (in partnership with the NSW Environmental Protection Authority) under the Waste Less, Recycle More Initiative for the Landfill Consolidation and Environmental Improvements Grants Program.

**Background:**

In February 2013, the NSW Government announced the five-year \$465.7 million *Waste Less Recycle More* initiative in response to the findings of an independent review of the Waste and Environment Levy. The *Waste Less Recycle More* initiative represents the refocusing of waste levy funding to support new and innovative waste and recycling programs that will deliver long-term change.

In late 2017 Council, working with Impact Environmental Consulting and NetWaste, lodged an application for the development of a transfer station at Lightning Ridge. The application was made due to the incredibly short life left at the Lightning Ridge Landfill as a means of providing waste collection facilities to the community.

In July 2018 Council received notification that it has been successful for the amount of \$200,000 for the Transfer Station under the project title Landfill to Waste Transfer.

**Current position:**

Council has now received the Deed of Agreement from the NSW Environment Trust. The Deed is required to be signed and returned to The Trust by Wednesday 5<sup>th</sup> September 2018. Please see attached the letter of offer from Peter Dixon, The Director of Grants.

Attachment two outlines the budget as outlined in the original application, which totals \$573,082.00. This includes full construction of the Transfer Station and capping of the Landfill.

The project has a completion date of 30 July 2020.

Given the timing of the offer and the pending adoption of the Waste Management Strategy, at the time of writing this report, the DES has contacted the NSW Environmental trust in an effort to renegotiate the terms of the deed, including deferring the agreement acceptance date until a later date. This will allow more time for Council to consider the proposal, the proposed strategy and explore potential on-going costs associated with waste transfer. It should be noted that by deferring the agreement date, this does not extend the completion date.

**Governance issues:**

Waste Less, Recycle More Initiative  
Environmental Trust Act 1998  
Protection of the Environment Operations Act

**Environmental issues:**

The application for the construction of the Transfer Station is in response to the remaining life expectancy of the Lightning Ridge Landfill Facility, which has an estimated remaining life of four years.

The construction and operations of the facility are to be in accordance with the relevant Acts, Legislation and EPA Guidelines.

**Stakeholders:**

Walgett Shire Council, Community, NSW Environmental Trust

**Financial Implications:**

The project has a total budget of \$573, 082. This will include \$200,000 from NSW Environmental Trust and \$373,082 from Council funding.

The on-going costs of the transport of wastes and expected operations of the facility is yet to be determined.

| <b>Lightning Ridge Royal Flying Doctors Return and Earn Facility</b>                                                                                                         |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <p>Council note the report and endorse the actions of the Director of Environmental Services.</p> <p><b>Moved:</b></p> <p><b>Seconded:</b></p> |

**Attachments:**

Letter From Peter Dixon – Director Grants - Landfill consolidation and Environmental Improvements Grants Program



Environmental  
Trust

Our reference: 2017/LC1/0010  
Your Contact: Waste and Recycling  
Grants Team  
Phone: 02 8837 6093

Mr Don Ramsland  
General Manager  
Walgett Shire Council  
PO Box 31  
WALGETT NSW 2832

Dear Mr Ramsland

**Landfill Consolidation and Environmental Improvements Grants Program**

I would like to congratulate you on the approval of your grant, awarded under the above program for the project, *Landfill to Waste Transfer*. I am pleased to send you the draft Deed of Agreement for your review.

The draft Agreement consists of three parts:

- Part one (Terms & Conditions of Funding) contains the provisions of your grant.
- Part two (Schedules) details the payment and reporting schedules. Please pay attention to any special conditions in Item 10.
- Part three (Attachments) consists of your Application Form and Project Plan which will be inserted in the final version.

**Special conditions**

I draw your attention to the funding amount offered, \$200,000 which is subject to special conditions outlined in Item 10.

**What's next?**

1. Have your draft Agreement reviewed by the relevant authorised person. This should be an office holder with authority to commit your organisation to the terms and conditions of the grant. This includes confirming the details contained with Schedules 2 and 3 as these relate to payments and milestone reporting requirements including addressing any special conditions outlined in Item 10.
2. In the Project Measures spreadsheet attached, insert the projected figures for Milestones 2 and 3 (Final Report) so that they add up to the total figures provided in your application.
3. Organise a tax invoice made out to the Environmental Trust for the first instalment amount (excluding GST) as seen in Schedule 3 – Milestones and payments. Once we receive this, we will pay your grant as per our agreed schedule. The Trust pays all grants by cheque or electronic funds transfer (EFT). Please provide any banking details necessary for EFT payments.

You can accept this offer by confirming the content of the draft Agreement is acceptable and returning the prepared documents outlined under Schedule 3 Milestone and payments: Milestone 1 Signing of Deed of Agreement to [waste.recycling@environmentaltrust.nsw.gov.au](mailto:waste.recycling@environmentaltrust.nsw.gov.au).

These documents should be submitted by **Wednesday 05 September 2018** or earlier if possible.

Once all documentation has been received, the Trust will return a final version of the Deed of Agreement for signature. If a signed copy is not returned within seven days of receipt of the Agreement, the offer of funding may lapse.



- 2 -

**Reporting**

Information on reporting can be found in Schedule 5 of your Agreement, and [reporting templates](#) are available online on the Trust's website. I would suggest you review the reporting template prior to starting your project so that you are aware of your reporting requirements.

If you have any questions, please contact the Waste and Recycling Grants Team.

A handwritten signature in black ink, appearing to read 'Peter Dixon!', with a flourish underneath.

**PETER DIXON**  
**Director Grants**

**Under delegation**

8 August 2018

### 11.3.6 MATTERS GENERALLY FOR BRIEF MENTION OR INFORMATION ONLY FROM GENERAL MANAGER

**REPORTING SECTION:** Environmental Services  
**AUTHOR:** Jess McDonald, Director Environmental Services  
**FILE NUMBER:** 00/00/00

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

#### **1. Request to secure and clean up lot 2, DP 215257 Colless Street Come-By-Chance – Andrew Wilson**

The owner has contacted Council on 16/7/2018 and requested an addition extension of time to comply with Council's request dated 31 October 2017, given he is currently in hospital.

Note he previously confirmed receiving the letter on 23/2/2018 and a verbal extension of 6 weeks to comply with Council's request was granted. The owner was advised that any additional request must be in writing to Council and outline how he will comply with the letter. Additionally the owner was offered that Council can quote to do the works, if requested in writing for a quote. The owner however indicated that he was looking for someone whom may be able to do the works for no fee.

#### **2. Completion of the naming of Woodland Road – Lee Crosby**

Following public consultation, Woodlands Road was accepted as the preferred name and submitted to the Graphical Names Board for consideration. The name was approved and published in the Government Gazette on 13 July 2018. To finalise the project Council will be erecting road name signage and installing rural address number posts.

#### **3. NetWaste Committee**

In previous months Council's DES was invited to be part of the NetWaste Committee. NetWaste is a voluntary regional waste group formed in 1995 to provide collaborative approaches to waste and resource management. Covering almost 40% of the state, benefits are delivered to 26 member councils in regional NSW. NetWaste is funded primarily through the NSW Environment Protection Authority (EPA) and delivers outcomes beyond regional service arrangements, through targeted waste management projects, education and community engagement programs, and member Council enablement.

The DES attended the first steering committee meeting on 3<sup>rd</sup> August 2018 and it is considered the involvement of staff within the committee will be incredibly beneficial to the development of Council staff and have a positive impact on waste management within the shire.

#### **4. 'Coronation Park', Burren Junction**

On 1<sup>st</sup> August 2018 Council received notification from the Geographical names board that public consultation had occurred for the park naming and, as per previous request by Council, the park (with the play equipment) in Burren Junction is now officially known as 'Coronation Park'. To finalise the project, Council may now erect a sign to this effect.

#### **5. Annual Waste Reporting and Walgett Landfill License Renewal 2018/2019.**

Annual waste reporting for Walgett shire to the NSW EPA has been completed in August 2018 and the license renewal for Walgett Landfill has been submitted and accepted by NSW

EPA. The reporting showed only a slight decrease in waste received by the Landfills with figures generally consistent with those from previous reporting periods.

On average, Walgett receives just under 5000 tonnes of waste per year whilst Lightning Ridge receives almost 4000 tonnes. The huge majority of this material is mixed wastes.

|                                                                                              |
|----------------------------------------------------------------------------------------------|
| <b>Matters for Brief Mention or Information Only from Director of Environmental Services</b> |
|----------------------------------------------------------------------------------------------|

|                        |
|------------------------|
| <b>Recommendation:</b> |
|------------------------|

|                                                                                            |
|--------------------------------------------------------------------------------------------|
| That the above matters listed for brief mention or information only be received and noted. |
|--------------------------------------------------------------------------------------------|

|               |
|---------------|
| <b>Moved:</b> |
|---------------|

|                  |
|------------------|
| <b>Seconded:</b> |
|------------------|

**Attachments**

Nil

## 11.4 DIRECTOR ENGINEERING/TECHNICAL SERVICES

### 11.4.1 MONTHLY RMCC WORKS REPORT

**REPORTING SECTION:** Engineering / Technical Services  
**AUTHOR:** Sylvester Otieno–Director Engineering/Technical Services  
**FILE NUMBER:** 11/211

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**Summary:**

The purpose of this report is to inform Council of progress with regards to the RMCC works till 31st July 2018.

**Background:**

The RMS has approved a contract of \$2,400,000 for the 2018/2019 financial year which are made up of \$900,000 and \$1,500,000 for Routine and Ordered Works respectively. List of ordered works are given in Table 1 and Table 2.

**Current Position:**

Routine maintenance works is ongoing. Ordered Works are yet to commence.

**Relevant Reference Documents/Policies:**

RMS approved budget

**Governance issues:**

Nil

**Environmental issues:**

Nil

**Stakeholders:**

Walgett Shire  
Walgett Residents

**Financial Implications:**

As at 31st July 2018, \$0 (0%) from Ordered Works and \$48,750 (5%) for Routine Services for 2018/2019 budget has been spent.

**Alternative Solutions/Options:**

Nil

**Conclusion:**

Council will continue to monitor the work progress of RMCC to ensure the works are complete within the guidelines.

| Monthly RMCC works Report from Director Engineering / Technical Services                                                                                  |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <p>That Council receive and note the monthly RMCC works report for July 2018.</p> <p><b>Moved:</b><br/><b>Seconded:</b></p> |

**Attachments:**

Table 1 – 2018/2019 RMCC Ordered Works

Table 2 – 2018/2019 RMCC Routine Services

**Table 1 – 2018/2019 RMCC Ordered Works**

| SN | Description   | Physical Status | Expenditure |
|----|---------------|-----------------|-------------|
| 1  | Not Commenced |                 | 0.00        |
|    |               | <b>TOTAL</b>    | <b>0.00</b> |

**Table 2 – 2018/2019 RMCC Routine Services**

| SN | Description                              | Physical Status | Expenditure        |
|----|------------------------------------------|-----------------|--------------------|
| 1  | SH12 Gwydir Highway - Routine            | Ongoing         | \$9,118.06         |
| 2  | SH18 Castlereagh Highway North - Routine | Ongoing         | \$3,453.21         |
| 3  | SH18 Castlereagh Highway South - Routine | Ongoing         | \$8,175.66         |
| 4  | SH29 Kamilaroi Highway - Routine         | Ongoing         | \$8,611.67         |
| 5  | Training & Meeting Costs                 | Ongoing         | \$19,390.91        |
|    |                                          | <b>TOTAL</b>    | <b>\$48,749.51</b> |

## 11.4.2 REQUEST TO USE GLENGARY BORE WATER FOR OPAL MINING PURPOSES

|                           |                                                                  |
|---------------------------|------------------------------------------------------------------|
| <b>REPORTING SECTION:</b> | <b>Engineering / Technical Services</b>                          |
| <b>AUTHOR:</b>            | <b>Sylvester Otieno–Director Engineering /Technical Services</b> |
| <b>FILE NUMBER:</b>       | <b>11/211</b>                                                    |

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### **Summary:**

This report revisits request by Mr Richard Buckley for consent to extract water from the Glengary (Grawin) artesian bore for purposes of Opal mining. It also advises Council on how to deal with the request.

### **Background:**

In a letter dated 27<sup>th</sup> November 2017, Mr Richard Buckley of Ned's Pudding Dam Inc. wrote to Council requesting consent to use water from Glengary Bore for mining purposes. The letter is attached to this report.

### **Current Position:**

Water Access License (WAL) condition MA0794-00001 states that the purpose of water supply function is Town Water Supply. The definition of Town Water Supply is the use of water for the purpose of supply to communities for domestic consumption and commercial activities.

The allocation for this bore is 75ML, and not 85ML indicated in Mr Buckley's letter.

Advice was sought from Department of Industry (Lands and Water) on how to deal with the request. It was noted that Council may use water extracted under this WAL for any purpose they deem necessary, and in accordance with its Integrated Water Cycle Management Plan (or any other document that determines the way Council uses water).

However, it was advised that increased demand on water resources resulting from use for opal washing is unlikely to be seen as adequate justification for any future requests to increase the volume of water on this WAL.

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

Water Access License No 4128

### **Governance issues:**

There is no Nominated Work for this WAL. Council needs to undertake a *dealing* with WNSW to nominate work through which water on this WAL may be extracted.

### **Environmental issues:**

Nil

### **Stakeholders:**

Walgett Shire Council  
Grawin Glengary Sheepyards Miners Association  
Richard Buckley  
NSW Department of Industry  
Water NSW

### **Financial Implications:**

Nil

**Alternative Solutions/Options:**

Do nothing.

**Conclusion:**

Granting permission for use of the water for opal processing purposes could set a precedence thus could trigger numerous other similar requests.

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Request to use Glengary Bore Water for Opal Mining Purposes</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| <p><b>Recommendation:</b></p> <ol style="list-style-type: none"><li>1. That Council rejects the request for use of Glengary Bore water for opal processing purposes since granting the request may trigger other similar requests thus increasing demand on the water, noting that any future request for additional volume under this license may not be favourably considered.</li><li>2. That Council undertakes a dealing with Water NSW to nominate work through which Glengary Bore water may be extracted.</li></ol> <p><b>Moved:</b><br/><b>Seconded:</b></p> |

### 11.4.3 REQUEST TO INSTALL NEW GRID ON COME BY CHANCE ROAD

**REPORTING SECTION:** Engineering / Technical Services  
**AUTHOR:** Sylvester Otieno–Director Engineering /Technical Services  
**FILE NUMBER:** 11/211

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**Summary:**

This report brings to Council's attention a request from Mr Howard Wilson of *Maneroo* to install a new boundary ramp on his property along Come By Chance Road.

**Background:**

The proposed grid would be located between *Namoi View* and *Evendale* along Come By Chance Road, belonging to Mr Wilson and Mr Michael O'Brien respectively.

In the attached email, Mr Wilson claims that a grid was removed from the same position in or around 2006. It was never replaced, and Mr Wilson has fenced his side of the property. Mr Wilson would now like to install a new double grid at this position.

**Current Position:**

It was not documented whether a grid existed at this position, and/or circumstances leading to its removal. Mr Wilson noted that he dealt with an Engineer who left Council more than ten years ago, and left no paper trail with regards to this case. However, there is evidence indicating that a grid existed at the location as claimed by Mr Wilson.

Council's **Gates and Grids of Public Roads Policy** states that;

*Approvals to install, replace or remove grid/gate on a public road shall only be issued by a Council Officer....Where a person desires to have such works approved, they shall submit an application to Council in writing....*

*The installation of new grids/gates shall not be approved, unless they are required to manage biosecurity risks as advised by Livestock Heath and Pest Authorities.*

*Where a fence owner wishes to have a gate/grid removed, Council will contribute to the cost of materials up to \$4,000 per grid to fence the road corridor.*

Investigations of Council's finance system revealed no evidence of any payment pertaining to removal of a grid related to this case.

**Relevant Reference Documents/Policies:**

Council's Gates and Grids of Public Roads Policy

**Governance issues:**

Current policy shall be adhered to unless a decision otherwise is passed by a Council resolution.

**Environmental issues:**

Nil

**Stakeholders:**

Walgett Shire Council  
Walgett Shire Council residents  
Mr Howard Wilson and Mr Michael O'Brien



**Financial Implications:**

Should Council resolve to install a new grid, the cost of the works (approximately \$12,000) shall be shared three-way, with Council incurring \$4,000.

Council would incur a maximum of \$4,000 if it is resolved that a payment be made for fencing materials.

**Alternative Solutions/Options:**

- Allow Mr Wilson to install the new grid.
- Pay Mr Wilson and Mr O'Brien a maximum of \$2,000 each for fencing materials.

**Conclusion:**

Transaction relating to this case might have been done in accordance with the existing policy at that time (2006). The reason for the grid's removal is not documented. There was no grid at this location in 2012 when the current policy was adopted by Council. Therefore, for a new grid to be installed at the location, it should be considered as a *New Grid* as per the Policy.

| Request to Install New Grid on Come By Chance Road                                                                                                                                                                                                                                                         |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <p>That Council rejects the request from Mr Howard Wilson to install a grid on Come By Chance Road as it has not been advised by Livestock Health and Pest Authorities that the grid is required to manage biosafety risks.</p> <p><b>Moved:</b></p> <p><b>Seconded:</b></p> |

#### 11.4.4 MATTERS GENERALLY FOR BRIEF MENTION OR INFORMATION FROM DIRECTOR ENGINEERING/ TECHNICAL SERVICES

**REPORTING SECTION:** Engineering/Technical Services  
**AUTHOR:** Sylvester Otieno - Director Engineering Technical Services  
**FILE NUMBER:** 00/00/00

##### 1. Lightning Ridge Cooling Tower

Council has been advised of success in securing additional funding for the Lightning Ridge Cooling Tower Project. The deed is being prepared by Restart NSW and will be presented for signing by Council and Treasury.

Community consultation is being organised for mid-September 2018. Meanwhile, Council is finalising applications for approvals and will go to tender once the deed is signed and the approvals are obtained.

##### 2. Fixing Country Roads

Applications for next round shall be submitted for 6km of Gundabloui Road (Mungindi End) and 54km of Come By Chance Road. One quote has been received from PEECE Consultants for Feasibility Study and Business Case for Reconstruction of Ridge Road.

##### 3. Projects Status

| No. | Project                              | Scope                              | Status      |
|-----|--------------------------------------|------------------------------------|-------------|
| 1   | Dewhurst St, Walgett                 | Drainage                           | Ongoing     |
| 2   | Warrena St (S), Walgett              | Drainage                           | Complete    |
| 3   | Lorne Road 3km                       | Graveling                          | Ongoing     |
| 4   | Mercadool Road, 3km                  | Graveling                          | Complete    |
| 5   | Cryon Road, 3km                      | Graveling                          | Complete    |
| 6   | Billybingbone Road, 4km              | Graveling                          | Complete    |
| 7   | Walgett Saleyard Facility            | New                                | Ongoing     |
| 8   | Goangra Bridge                       | Replacement                        | Ongoing     |
| 9   | Raw Water Pump Station, Collarenebri | Switchboard Replacement            | Ongoing     |
| 10  | Standby Clearwater Pump, Walgett WTP | New                                | Complete    |
| 11  | Water Supply Systems Telemetry       | Upgrade                            | Not started |
| 12  | Cooling Tower. Lightning Ridge       | New                                | Ongoing     |
| 13  | Trickling Filter repair, Walgett STP | Renewal                            | Ongoing     |
| 14  | Switchboard Design, Walgett STP      | Renewal                            | Ongoing     |
| 15  | Lightning Ridge Aerodrome Upgrade    | RNAV, runway Extension and Fencing | Ongoing     |
| 16  | Cumborah Bore                        | Upgrade                            | Ongoing     |
| 17  | Walgett Weir                         | Upgrade                            | Ongoing     |
| 18  | Bugilbone Road, 25km                 | Upgrade                            | Ongoing     |
| 19  | Pump Station Upgrade, Namoi Village  | Upgrade                            | Ongoing     |

#### Matters Generally For Brief Mention or Information Only – Engineering/ Technical Services

##### Recommendation:

That Council receives and note the Matters Generally for Brief Mention or Information Only presented by the Director Engineering/ Technical Services.

##### Moved:

##### Seconded:

## 12. RESPONSES TO QUESTIONS FROM THE LAST MEETING

### **Clr Taylor**

Q1: Drug testing amongst Council staff, especially among machinery operators, where is Council at on this matter? *The General Manager is working with the relevant staff to clarify a number of issues with the current policy and will examine 'the how to' address the random testing including any process meeting industry standards and whether it will be conducted by external agent – preferred – or internally.*

Q2: Did GGSMA get all their monies for tip/rubbish clean up?

Q3: RAV camp site at emu, is Council able to provide a free camp site? *This will need to be discussed with RMS, since the facility is adjacent to a State highway.*

### **Clr Turnbull**

Q1: Can Council speak to Government regarding freight subsidies for farmers and subsidies for exclusion fencing? *Representations made through Local State Member and will continue to follow through.*

Q2: What is going on with Shermans Way? The tar should have gone to the T intersection. *Funds were only sufficient for the work completed.*

Q3: Can money be rolled over annually in maintenance grading if it hasn't been spent, as a lot of forming of roads will be needed once it rains. *CFO will present report to Council to address this issue.*

Q4: Can we speak to the RMS and get the inspections moved back to Lightning Ridge?

### **Clr Martinez**

Q1: How can we assist our famers in lobbying government for drought relief "grant" not "loan" freight fodder? *Representations made through Local State Member and will continue to follow through.*

Q2: Where are we at with engaging a consultant for the Collarenebri to Ridge road project? *Quotes are being obtained for feasibility study and business case.*

Q3: Can we have an update on our drug testing policy and is it in place? *Response as above.*

### **Clr Keir**

Q1: Can Council contact Dubbo Regional City Development and communications regarding including Walgett Shire particularly Lightning Ridge in the magazine called 'DUBBO'. *Currently being investigated by the Visitor Information Centre Officer and associated cost involved.*

Q2: Namoi River – 9 thousand megaliters were released approximately 6 weeks ago, currently no flow beyond Goangra. Did Walgett Shire Council order water? Can Council lobby for the release of 2 megs a day over 4 days? Please note there has been no theft, only a larger than estimated amount drawn from the artesian basin in the Upper Namoi. *Discussions were held with WNSW. It was noted that capacity at both Keepit and Split Rock dams are at below 11%, so no releases are anticipated till October 2018. Council is at Level 3 restrictions and water level is being monitored daily.*

### **13. QUESTIONS FOR THE NEXT MEETING**

*Please complete the form: Questions for the Next Meeting and return the forms to the Executive Assistant.*