



AGENDA FOR ORDINARY COUNCIL MEETING

22 November, 2016

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 **Burren Junction Hall** on **22 November 2016** commencing at 10.00am to discuss the items listed in the Agenda.

George Cowan
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

#### Recommendation:

That the leave of absence received from Councillor Smith are accepted and a leave of absence granted.

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

## 4. WELCOME TO VISITORS

## 5. PUBLIC FORUM PRESENTATIONS

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

### 5.1 BURREN JUNCTION HALL COMMITTEE

**QUESTION:** 1. Request to become a section 355 Committee of Council.

2. Clarify Walgett Shire Council's input into ongoing restoration and upkeep of the Hall.

3. Apply for the school to have long-term access to the hall perhaps 1 or 2 days a week for a year.

### 5.2 BRETT STEVENS

**QUESTION:** The Burren Junction RSL and Sporting Club has gone into voluntary liquidation and we are concerned that the community has lost a valuable asset. Would the Council be able to facilitate a community centre, using the club building? The burren community has a lot of seniors and quite a large number of school based families and kids. A community centre could and would provide a venue and facility for a number of services.

### 5.3 AUDITOR'S PRESENTATION – 2015/2016 FINANCIAL REPORTS

## 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 |
|------------|----------|-------------------------|--------|
|            |          |                         |        |
|            |          |                         |        |
|            |          |                         |        |
|            |          |                         |        |
|            |          |                         |        |
|            |          |                         |        |

## 7. CONFIRMATION OF MINUTES/MATTERS ARISING

### 7.1 MINUTES OF ORDINARY COUNCIL MEETING HELD 25 OCTOBER 2016

| Minutes of Ordinary Council Meeting – 25 <sup>th</sup> October 2016                                                                                                                                                                                      |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <p>That the minutes of the Ordinary Council meeting held 25<sup>th</sup> October 2016, 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 25 October 2016



# **MINUTES FOR ORDINARY COUNCIL MEETING**

**25<sup>th</sup> October 2016**

**ADOPTED: 22<sup>nd</sup> November 2016**

George Cowan  
**ACTING GENERAL MANAGER**

**MINUTES OF THE ORDINARY MEETING OF THE WALGETT SHIRE COUNCIL HELD AT THE WALGETT COUNCIL CHAMBERS ON TUESDAY 2016 AT 10:00 AM**

**PRESENT**

Clr Ian Woodcock (Mayor)  
 Clr M Martinez (Deputy Mayor)  
 Clr L Walford  
 Clr G Murray  
 Clr J Keir  
 Clr K Smith  
 Clr R Turnbull  
 Clr T Cameron  
 Clr M Taylor  
 George Cowan (Acting General Manager)  
 Prafulla KC (Acting Deputy Director Engineering/Technical Services)  
 Bronte Kerr (Minute Secretary)

**Public Forum Presentations**

*Dominic Warnock discussed the following;*

- *Access to and use of the Carinda Hall – complaint that Councils written approval is required*
- *Overgrown area at the rear of the Carinda School posing a fire risk*
- *Poor condition of gravel roads around Carinda*
- *Road flooded and closed but still being used by locals and trucks travelling through (Bells Bridge)*
- *Need to move the road closed signs to a location where vehicles can turn around*
- *advise the police of the illegal use of the road*
- *can the school bus be given permission to go through the flood water as the students are missing school*
- *open the road to bells bridge*
- *possible culverts for bells bridge for next year budget*
- *4km section to be gravelled on Billybingbone road (RR7516)*
- *Needs a new culvert in front of Pat Reagan house on Hare street Carinda*
- *Possible sealing of Wilkinson Street*
- *Primitive camping – is it approved and what is the requirements of the RV Friendly town classification*
- *Can Carinda obtain 4G telecommunications (has 3G at the moment)*
- *Far West Initiative – Council should oppose amalgamation*

**Declaration of Pecuniary/Non Pecuniary Interests**

| Staff/Councillor | Item No.         | Pecuniary/Non-Pecuniary | Reason                                                                                   |
|------------------|------------------|-------------------------|------------------------------------------------------------------------------------------|
| George Cowan     | 14.1.14          | Pec                     |                                                                                          |
| Keir             | 15.4.3<br>17.2.2 | Pec<br>Non-Pec          | Related field of work (grading)– family business<br>Affiliate of the Sporting Club Trust |
| Murray           | 17.2.2           | Non-Pec                 | Affiliate of the Sporting Club Trust                                                     |
| Martinez         | 14.5.1<br>14.5.2 | Pec<br>Pec              | Related field of work/ business<br>Related field of work/business                        |
| Turnbull         | 14.5.1<br>14.5.2 | Pec<br>Pec              | Relationship to Clr Martinez<br>Relationship to Clr Martinez                             |

**Confirmation of Minutes**

**11/2016/1 Minutes of Ordinary Council Meeting – 27 September 2016**

**Resolved:**

That the minutes of the Ordinary Council meeting held 27 September 2016, having been circulated be confirmed as a true and accurate record of that meeting.

**Moved:** Cllr Smith  
**Seconded:** Cllr Martinez

**CARRIED**

**11/2016/2 Minutes of Extra-Ordinary Council Meeting – 13<sup>th</sup> October 2016**

**Resolved:**

That the minutes of the Extra-Ordinary Council meeting held 13<sup>th</sup> October 2016, having been circulated be received, noted and confirmed as a true and accurate record of that meeting

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

**CARRIED**

**Motions of Which Notice has been Given – Nil**

**Reports of Committees/Delegates – Nil**

**11/2016/3 Minutes of the OROC Board Meeting held 30<sup>th</sup> September 2016**

**Resolved:**

That the minutes of the OROC Board Meeting held 30<sup>th</sup> September 2016, having been circulated be received and noted.

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

**CARRIED**

**Reports from Officers**

*George Cowan left the Meeting Room at 11:30am*

**11/2016/4 Delegation of Authority by Council**

**Resolved:**

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

**Moved:**        **Clr Smith**  
**Seconded:**   **Clr Murray**

**CARRIED**

*George Cowan returned to the Meeting Room at 11:32am*

**11/2016/5 Council's Decision Action Report – October 2016**

**Resolved:**

That the Resolution Register for October 2016 be received and noted.

**Moved:**        **Clr Murray**  
**Seconded:**   **Clr Keir**

**CARRIED**

**11/2016/6 Weekly's received from the Local Government NSW**

**Resolved:**

That the information contained in the weekly circulars numbers 37-40 from the Local Government NSW be received and noted.

**Moved:**        **Clr Turnbull**  
**Seconded:**   **Clr Taylor**

**CARRIED**

**11/2016/7 Circulars Received from the NSW Office of Local Government**

**Resolved:**

That the information contained in the following Departmental circular 35-38 from the Local Government Division Department of Premier and Cabinet be received and noted.

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

**CARRIED**

**11/2016/8 Monthly Calendar October – December 2016**

**Resolved:**

That Council receive and note the regular monthly calendar for the period September - November 2016.

**Moved:**       Clr Smith  
**Seconded:**   Clr Keir

**CARRIED**

**11/2016/9 Council's Decision Action Report – October 2016**

**Resolved:**

That the Resolution Register for October 2016 be received and noted.

**Moved:**       Clr Walford  
**Seconded:**   Clr Cameron

**CARRIED**

**11/2016/10 Ambassadors – Australia Day 2017**

**Resolved:**

That Council participates in the Australia Day Program in 2017 hosting an Ambassador from the Australia Day Council.

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

**CARRIED**

**11/2016/11 2017 Australia Day Judging Panel**

**Resolved:**

That:

1.     The Mayor and the following Councillors be members of the 2017 Australia Day Awards Judging panel Clr Taylor and Clr Smith.
2.     The Mayor be the chairperson of the Judging panel.
3.     The Mayor and Councillors on the Panel be authorised to determine community members of the Panel and to invite community members to join the Panel.

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

**CARRIED**

**11/2016/12 Local Government Reform – The Far West Initiative**

**Resolved:**

1. Prepare and lodge a submission for Walgett Shire to stand alone but be a member of any joint organisation based around the existing Orana Regional organisation of Councils. The submission to stress Council's various strengths including:
  - a. Potential for future growth in the agricultural sectors
  - b. Regional centre of community predominately Dubbo
  - c. Council's financial viability
  - d. Council's ability to attract quality staff
  - e. The community reference to stand alone
  - f. Success in resource sharing
2. Submit a boundary proposal for a joint organisation as per (1) above which provides for Walgett Shire to be part of the Orana Joint Organisation. Orana Regional Organisation of Councils have indicated that they are currently making submissions to the proposals which strongly support the inclusion of Walgett Shire within that JO.

**Moved:** Cllr Cameron

**Seconded:** Cllr Murray

**CARRIED**

**11/2016/13 Matters Generally for Brief Mention or Information Only From the General Manager**

**Resolved:**

That the following matters listed by the General Manager for brief mention or information be received and noted; Notice of Natural Disaster Declaration and Joint Media Release – The Hon Michael Keenan MP and The Hon Troy Grant MP, Letter dated 13-10-2016 from The Hon. Duncan Gay MLC – NSW Government Funding for flood ravaged communities and the Letter from The Hon Sarah Mitchell MLC - Membership of the Western NSW Mining and Resource Development Taskforce.

**Moved:** Cllr Walford

**Seconded:** Cllr Taylor

**CARRIED**

*Cllr Walford left the Meeting Room at 10:38am*

**11/2016/14 Cash and Investment Reports 30<sup>th</sup> September 2016**

**Resolved:**

That the Investment report as at 30<sup>th</sup> September 2016 be received and noted.

**Moved:** Cllr Keir

**Seconded:** Cllr Murray

**CARRIED**

**11/2016/15 Monthly Outstanding Rates Report – September 2016**

**Resolved:**

That Council receive and note the September 2016 outstanding rates report.

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

**CARRIED**

**11/2016/16 Rates & Charges Written Off During the Year 2015-2016**

**Resolved:**

That the Council write-offs \$193,926.65 as per Council's Abandonments Register as at 30<sup>th</sup> June 2016.

**Moved:**        Clr Turnbull  
**Seconded:**    Clr Cameron

**CARRIED**

*Clr Walford returned to the Meeting Room at 10:45am*

**11/2016/17 IPART Review of the Local Government Rating System**

**Resolved:**

That Council endorse the draft submission as its formal submission to IPART.

**Moved:**        Clr Cameron  
**Seconded:**    Clr Murray

**CARRIED**

**11/2016/18 Collarenebri Cricket Pitch**

**Resolved:**

1. That Council receive and note the Collarenebri Cricket Pitch Report.
2. Council seek funding for the construction of new cricket pitch suitable for the football field in Collarenebri

**Moved:**        Clr Walford  
**Seconded:**    Clr Smith

**CARRIED**

**11/2016/19 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 for:

1. Installation of Air conditioning Administration Centre.
2. Spider Brown Oval Facilities
3. Lightning Ridge Bore Baths
4. Walgett Shire Council – Disability Inclusion Action Plan (DIAP)
5. Emergency Services Property Levy (ESPL)

**Moved:** Clr Murray

**Seconded:** Clr Keir

**CARRIED**

**11/2016/20 Walgett Shire Waste Management Strategy – Preliminary Audit**

**Recommendation:**

That Walgett Shire Council resolve to note the Audit of Waste Management Facilities undertaken by GHD dated 15 September 2016.

**Moved:** Clr Walford

**Seconded:** Clr Smith

**CARRIED**

**11/2016/21 Adoption of Draft Walgett Shire Development Control Plan 2016**

**Recommendation:**

1. Adopt the Walgett Shire Development Control Plan 2016.
2. Request that the General Manager:
  - (a) Give public notice of Walgett Shire Council's decision to adopt the Walgett Shire Development Control Plan 2016 via advertisements within the Walgett Spectator and Lightning Ridge News.
  - (b) Make the Walgett Shire Development Control Plan 2016 publicly available via Council's web site.

**Moved:** Clr Murray

**Seconded:** Clr Keir

**CARRIED UNANIMOUSLY**

**11/2016/22 Council's Nominees for the Western Region Joint Regional Planning Panel**

**Resolved:**

1. Note the letter received 15 August 2016 regarding Joint Regional Planning Panel appointments from Rob Stokes, NSW Minister for Planning.
2. Note the letter received from Marcus Ray regarding nomination of members to the Western Joint Regional Planning Panel.
3. Council Nominate Matt Clarkson, Andrew Wilson and Jessica McDonald as an alternative for the Western Region Joint Regional Planning panel.

**Moved:**        **Clr Keir**  
**Seconded:**   **Clr Walford**

**CARRIED**

**11/2016/23 Walgett Shire Local Heritage Fund Grants**

**Resolved:**

Disperse \$18,000 from the Walgett Shire Council Local Heritage Fund 2016-2017 in the following manner:

1. \$2,000 to Ivana Prasad to undertake conservation works on the Astronomers' Monument, Lightning Ridge.
2. \$4,000 to Glen Whitely to secure the site and building of the Old Bakery at Collarenebri.
3. \$4,000 to BEST Employment to repair the entrance roof & ceilings in the Old Post Office, Walgett.
4. \$2,000 to Anglican Parish of Coonamble to repair the roof & repaint interior of the St John the Evangelist Church at Carinda (Stage 2).
5. \$3,000 to Anglican Parish of Walgett to install air-conditioning & upgrade the switchboard of St Peters Anglican Church, Walgett.
6. \$3,000 to Anglican Parish of Lightning Ridge to repair fascias and install guttering at St Peters in the Pines Church at Cumborah upon completion of proposed works and receipt of paid invoices for same.

**Moved:**        **Clr Martinez**  
**Seconded:**   **Clr Turnbull**

**CARRIED**

**11/2016/23 Matters Generally for Brief Mention or Information only from Director of Environmental Services**

**Resolved:**

Receive and note the report by the Director of Environmental Services on the following matter; Lightning Ridge BMX Bike Track Clean Up.

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

**CARRIED**

*Clr Martinez and Clr Turnbull left the Meeting Room at 12:15pm*

**11/2016/24 Monthly Progress report from Acting Director Engineering Technical Services**

**Resolved:**

That Council receive and note the Engineering Services monthly works progress report for September 2016.

**Moved:**        **Clr Smith**  
**Seconded:**   **Clr Taylor**

**CARRIED**

*Clr Martinez and Clr Turnbull returned to the Meeting Room at 12:16pm*

**11/2016/25 Monthly RMCC works Report from Acting Director Engineering/Technical Services – September 2016**

**Resolved:**

That Council receive and note the monthly RMCC works report for September 2016.

**Moved:**        **Clr Smith**  
**Seconded:**   **Clr Cameron**

**CARRIED**

*Clr Keir left the Meeting Room at 12:19pm*

**11/2016/26 Monthly Maintenance Grading Report from Director Technical/Engineering Services**

**Resolved:**

That Council receive and note the monthly maintenance grading works report for September 2016.

**Moved:**        **Clr Walford**  
**Seconded:**   **Clr Smith**

**CARRIED**

*Clr Keir returned to the Meeting Room at 12:25pm*

**11/2016/27 Restart NSW Funding for Cumborah Water Supply Scheme**

**Resolved:**

1. Council accept the Restart NSW funding offer for the Cumborah Water Supply.
2. Council execute the Restart NSW funding deed and affix the Common Seal of Council.

**Moved:** Cllr Taylor  
**Seconded:** Cllr Martinez

**CARRIED**

**11/2016/28 Matters Generally For Brief Mention or Information Only – Engineering/Technical Services**

**Recommendation:**

That the matters listed for brief mention or information is received, noted and endorsed in regards to Pandora Street Extension, Grawin Bore and Tanks and the Walgett Levee stage 5.

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

**CARRIED**

**QUESTIONS FOR THE MEETING**

*Cllr Smith – Nil*

*Cllr Murray – Nil*

*Cllr Keir – Nil*

*Cllr Cameron – Nil*

*Cllr Walford- Nil*

*Cllr Martinez – Nil*

*Cllr Woodcock – Nil*

**Cllr Taylor**

**Q1.** Can Councillors be involved in the appointment of senior staff?

**Response:** The General Manager advised as per the legislation the General Manager needs to consult with Councillors when appointing senior staff members.

**Q2.** Can council repair the problems causing the overflow of water into the car park of the Lightning Ridge bore baths?

**Response:** The Chief Financial Officer advised that the site has been inspected and a plan of attack is being established to address the drainage and structural issues of the building.

**Q3.** What is the update on the street sweeper?

**Response:** The Acting Director Engineering/Technical Services advised that the plant committee will be meeting shortly the street sweeper will be discussed.

**Q4.** Can Council install a power point at the BBQ area in Lions Park in Lightning Ridge?

**Response:** The Chief Financial Officer to investigate and action accordingly.

**Q5:** Can Council remove the tape on the side of the bore baths building?

**Response:** The Acting Director Engineering/Technical Services to investigate and take action accordingly.

**Clr Turnbull**

**Q1.** RR426 (Shermans Way and Ridge Road) SR55, SR51, SR102 roads have been graded but are unsatisfactory. Need to be regraded and formed up.

**Response:** The Acting Director Engineering/Technical Services to investigate and report accordingly.

**Q2.** Can a couple of bins be put at the vacant block, corner of Onyx Street, Morilla Street and Three Mile Road?

**Response:** The Acting Director Engineering/Technical Services to investigate and report accordingly.

**11/2016/29 Move into Closed Session at 12:45pm**

**Resolved:**

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

- (a) that information that would, if disclosed confer a commercial advantage on a person with whom the Council is conducting business (or proposed to conduct business)
- (b) that the matter and information is commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

**Moved:** Clr Walford  
**Seconded:** Clr Cameron

**CARRIED**

**11/2016/30 Lightning Ridge Visitor Information Centre Toilet Facility**

**Resolved:**

That Council transfer \$97,000 from the “Economic Development” reserve to the “LRVIC Toilet Block” reserve to fund the construction of the Lightning Ridge Toilet block.

**Moved:** Clr Martinez  
**Seconded:** Clr Walford

**CARRIED**

**11/2016/31 Shop awning Notice of Intention & Order 9 Wilson St, Collarenebri**

**Resolved:**

1. Demolish the awning as a matter of priority. Council should engage a suitably qualified person to demolish the awning and a structural engineer for specification on the façade remediation works at 9 Wilson Street and follow the appropriate legal process of charging the works to the land.
2. Fine the property owner for not complying with an Order 27 from the Local Government Act being failure to remove an object or matter from a public place or prevent any object or matter being deposited there.
3. That Council give the owners the option to remediate the awning where works are to occur quickly. Where the owners fail to remediate the awning within a suitable timeframe, Council is to carry out remediation works to the awning and charge the costs back to the owner.

**Moved: Cllr Walford**

**Seconded: Cllr Turnbull**

**CARRIED**

*Cllr Keir and Cllr Murray left to the Meeting Room at 1:22 pm*

**11/2016/32 Essential Service Upgrades at Walgett Sporting Club**

**Recommendation:**

That Council receive and note the Essential Service upgrades at the Walgett Sporting Club report.

**Moved: Cllr Walford**

**Seconded: Cllr Turnbull**

**CARRIED**

*Cllr Keir and Cllr Murray returned to the Meeting Room at 1:30pm*

**11/2016/33 Return to Open Session at 1:36pm**

**Resolved:**

That Council return to open session.

**Moved: Cllr Martinez**

**Seconded: Cllr Turnbull**

**CARRIED**

**11/2016/34 Adoption of Closed Session Reports**

**Resolved:**

That Council adopt the recommendations of the Closed Committee Reports.

- Lightning Ridge Visitor Information Centre Toilet Facility
- Shop awning Notice of Intention & Order 9 Wilson St, Collarenebri
- Essential Service Upgrades at Walgett Sporting Club

**Moved:**        **Clr Keir**

**Seconded:**   **Clr Taylor**

**CARRIED**

**Close of Meeting**

The meeting closed at 1:37pm

To be confirmed at the meeting of Council to be held on 22 November 2016.

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Mayor

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General Manager

## 8. QUESTIONS FROM LAST MEETING

### **Clr Taylor**

**Q1.** Can Councillors be involved in the appointment of senior staff?

**Response:** The General Manager advised as per the legislation the General Manager needs to consult with Councillors when appointing senior staff members.

**Q2.** Can council repair the problems causing the overflow of water into the car park of the Lightning Ridge bore baths?

**Response:** The Chief Financial Officer advised that the site has been inspected and a plan of attack is being established to address the drainage and structural issues of the building.

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**Response:** The Acting Director Engineering/Technical Services to investigate and take action accordingly.

### **Clr Turnbull**

**Q1.** RR426 (Shermans Way and Ridge Road) SR55, SR51, SR102 roads have been graded but are unsatisfactory. Need to be regraded and formed up.

**Response:** The Acting Director Engineering/Technical Services to investigate and report accordingly.

**Q2.** Can a couple of bins be put at the vacant block, corner of Onyx Street, Morilla Street and Three Mile Road?

**Response:** The Acting Director Engineering/Technical Services to investigate and report accordingly.

## 9. REPORTS OF COMMITTEES/DELEGATES - Nil

## **10. MAYORAL MINUTES**

## 11. MOTIONS OF WHICH NOTICE HAS BEEN GIVEN

| Motions of which Notice has been given – Cllr Murray                                                                                                                                                                                                      |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <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> <p><b>Moved:</b></p> <p><b>Seconded:</b></p> |

## 12. REPORTS FROM OFFICERS

### 12.1 GENERAL MANAGER

#### 12.1.1 COUNCIL'S DECISION ACTION REPORT – OCTOBER 2016

**REPORTING SECTION:** Acting General Manager  
**AUTHOR:** George Cowan  
**FILE NUMBER:** 16/39

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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 this year when have not been finalised.

**Background:**

Attached is the Resolution Register which summaries outstanding action in respect of all resolutions as well as any other matters raised at previous Meetings this year 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 Action 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 many of the issues which are finding their way into questions for the next meeting of late are really ones that could more effectively be raised with senior management outside the meeting forum. 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 resolution should be implemented as soon as practicably be achieved.

**Environmental issues:**

Nil

**Stakeholders:**

Council and Manex Team

**Financial Implications:**

Nil

**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 facilitate proceedings at the meeting.

| <b>Council's Decision Action Report – October 2016</b>                                                                                                 |
|--------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <p>That the Resolution Register for October 2016 be received and noted.</p> <p><b>Moved:</b></p> <p><b>Seconded:</b></p> |

**Attachment:**

Resolution Register –October 2016

**WALGETT SHIRE COUNCIL AGENDA –22 NOVEMBER 2016 – ORDINARY COUNCIL MEETING**

**RESOLUTION ACTION LIST**

| <b>Date</b> | <b>Ref</b>      | <b>Resolution</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | <b>Department</b>                       | <b>Updates</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | <b>Completion date</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                                                                                                                                                                                                                                                                                                                                                                               | Chief Financial Officer                 | 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. |                                            |
| 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>Moved: Clr Walford<br>Seconded: Clr Taylor<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. | General Manager                         | 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>2.11.16 In progress of finding class action                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                            |
| 24.06.14    | 9/2014/21       | 1. That the General Manager be authorised to take the necessary steps to resolve outstanding Title issues.<br>2. That Council draft a Memorandum of Understanding regarding the development and exchange of the Neilly Street Carpark.<br>Moved: Clr Greenaway<br>Seconded: Clr Keir                                                                                                                                                                                                                                                                                                                                        | General Manager                         | 15.09.14 All owners contacted and in process of arranging transfers.<br>21.10.14 Solicitors advised matter nearing resolution.<br>10.6.15 Councils Solicitors have advised all parties contacted and necessary documentation is in the process of being signed.<br>18.11.15 Titled document lodged for stamp duty exemption.<br>31.5.16 Auditing issue of deeds<br>16.11.16 report to Council Nov 2016                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Complete                                   |
| 26.08.15    | 11/2014/35      | 1. That the Mayor and General Manager be delegated authority to accept offers for Lot 157 DP 882747, and Lot 156 DP 882747 in Council's Industrial Subdivision, and that any necessary documentation be executed under the Common Seal of Council.<br>2. That the proceeds of sale be transferred to Council's Property Development Reserve.<br>Moved: Clr Lane<br>Seconded: Clr Cooper                                                                                                                                                                                                                                     | General Manager                         | 15.09.14 Negotiations continuing                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                            |
| 28.10.14    | Qs next meeting | Can a roundabout be put in place in Fox Street near the BP?<br>Clr Murray                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Director Engineering/Technical Services | 28.10.14 Council is to forward the request to the Local Area Traffic Committee Meeting for consideration.<br>03.02.15 Matter referred to LATC. Due to cost this will not go ahead.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | No. This option is not considered further. |

**WALGETT SHIRE COUNCIL AGENDA –22 NOVEMBER 2016 – ORDINARY COUNCIL MEETING**

|          |                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |  |
|----------|-----------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
|          |                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                         | 24.3.15 Has been discussed at RMCC meeting and advised to apply with revised data and case study<br>19.08.2015 Discussion in progress<br>17.11.015 Discussed during RMS meeting with safety committee and advised to submit a road safety audit report. RMS is in process to prepare the audit report.                                                                                                                                                                                                                                                                                                          |  |
| 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.<br>Moved: Clr Greenaway<br>Seconded: Clr Keir                                                                                                                                                                                                                                                                                                                                                                                                                                        | Chief Financial Officer                 | 10.6.15 referred to DCS to undertaken 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                                                                                                                                                                                                                                                                                |  |
| 10.02.15 | 1/2015/26       | That Walgett Shire Council resolve to:<br>1. Defer this item to allow for Council staff to prepare a report regarding possible funding of 50% of the cost of updating security of premises to a pre-determined limit with the upgrade to occur within a specific time period.<br>2. Council staff also investigates the possibility of requesting business owners to repaint premises in heritage colours, with the support of a paint company.<br>Moved: Clr Taylor<br>Seconded: Clr Keir                                                                                                                                                                                                                                                                                           | Director Environmental Services         | - Wendy Azevedo notified of resolution via letter dated 26.2.15.<br>- Town Planner drafting request report for March 2015 Council meeting.<br>- Report to be resubmitted to Council once grant offers for premises upgrades publicly notified.<br>- Grant offers publicly available as of 23 June 2015.<br>- Grant offer of \$2,224 made to tenant in letter dated 14-10-2015.<br>- grant offers made 26.4.16                                                                                                                                                                                                   |  |
| 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.<br>Moved: Clr Lane<br>Seconded: Clr Woodcock | General Manager                         | 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.                                                                                                                                                                                                                                                                                                                                              |  |
| 24.03.15 | 2/2015/38       | 1. That Council receive and note the report<br>2. That Council endorse the action taken by General Manager to commence the weir raising project<br>3. Resolve the issue of ownership of the weir and approve to raise the weir height.<br>Moved: Clr Greenaway<br>Seconded: Clr Walford                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Director Engineering/Technical Services | Consultant engaged<br>Site investigation is scheduled on 25-26th June 2015<br>Site investigation for, geotech, REF and Heritage and historical items completed. Detail design is progressing.<br>14.09.15 Detail design of weir is progressing.<br>Weir ownership issue was discussed and agreed in principal between Water NSW and Council.                                                                                                                                                                                                                                                                    |  |
| 28.04.15 | Qs next meeting | Is council going to install fencing to the weir to provide access?<br>Response<br>The General Manager advised that Council has approved a quote for materials and Council will then investigate what sort of access is required.<br>Clr Keir                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Director Engineering/Technical Services | 17.06.2015 Surveyor has completed the survey and established boundary pegs. And significant trees need to be removed.<br>An option for entry to the access needs to be discussed for better and economical ways.<br>19.08.15 discussion with Roo works is in progress regarding the access from Highway.<br>03.09.2015 Waiting on a response from the land department<br>17.11.015 land acquisition is in process and ready to knock down trees on agreed area. This has not been done due to wet weather and scared tree issues.<br>26.5.16 Being delayed LALC issues<br>20.10.16 Land matter still unresolved |  |
| 28.07.15 | Qs next meeting | Can Council install a sign on the corner of the services station in Collarenebri to indicate the location of the primitive camping area?                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Director Engineering/Technical Services | 19.08.15 discussions with RMS and traffic Committee to be held<br>14.09.15 DES is following up with RMS and TC.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |  |
| 28.07.15 | Qs next meeting | Clr Woodcock<br>Can Council prepare an update on the progress of acquisition of land at Lightning                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Director Environmental Services         | 18.8.15 revision of subdivision plan and costing in progress<br>26.4.16- Report to April Meeting                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |  |

**WALGETT SHIRE COUNCIL AGENDA –22 NOVEMBER 2016 – ORDINARY COUNCIL MEETING**

|          |                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                         |                                                                                                                                                                                                                    |  |
|----------|-----------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
|          |                 | Ridge Western Lands for a residential subdivision?<br>Response<br>The General Manager advised a formal application will be made to Western Lands.                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                         | Crown Lands advised February 2016 that a private treaty for the sale of the land is unlikely given the declining population of Lightning Ridge.                                                                    |  |
| 28.07.15 | Qs next meeting | Again raised the issue of development of land at the intersection of the Castlereagh Highway and Bill O'Brien Way as a rural residential subdivision.<br>Response<br>The General Manager will arrange for previous reports in relation to rural residential subdivision at Lightning Ridge to be updated for the August Meeting.<br>Clr Woodcock                                                                                                                                                                                                                                                     | Director Environmental Services         | 18.8.15 research of previous reports in progress<br>26.4.16- Report to April Meeting<br>Research has been completed and Planning Proposal in drafting stage<br>21.10.2016 Draft planning proposal received.        |  |
| 25.08.15 | Qs next meeting | Can Council write to Kevin Humphries and Duncan Gay seeking their support for upgrading the Shire Road; SH103 to a Regional Road?                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Director Engineering/Technical Services | 14.10.2015 Action is in progress<br>20.10.16 Action in progress                                                                                                                                                    |  |
| 22.09.15 | 8/2015/33       | Recommendation:<br>1. That the proposal from the Administrator dated 27 August 2015 for the payment of arrears and current rates and charges be accepted.<br>2. That a further report details the actual amount to be written off when the \$15,000 payment has been received.<br>Moved: Clr Cooper<br>Seconded: Clr Keir                                                                                                                                                                                                                                                                            | Chief Financial Officer                 | 27.10.15 Further update report to October meeting<br>24.11.15 Matter proceeding as per arrangements.<br>27.05.16 CFO to report to June 2016 Council meeting.<br>19.7.16 CFO to review arrangement                  |  |
| 24.04.16 | 26/2016/3       | 1.That the content of the report be noted<br>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.                                                                                                                                                                                                                                                                                                                                                                              | Chief Financial Officer                 | 27.05.16 Nil<br>20.10.16 Town Planner developing on master plan for facility                                                                                                                                       |  |
| 24.04.16 | 28/2016/3       | Resolved:<br>1. Prepare a proposal for the Department of Planning and Environment to rezone from SP3 Tourist to R1 General Residential Lots 2 -9 DP846336 Lightning Ridge.<br>2. 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.                                                                                                                                                                                                                  | Director Environmental Services         | Council's Town Planner is currently preparing a 'housekeeping' Planning Proposal which will incorporate the rezoning.                                                                                              |  |
| 24.04.16 | 29/2016/3       | Resolved:<br>1. Note the 7 submissions for the Draft Walgett Shire Council Rural Residential Land Use Strategy.<br>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).<br>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. | Director Environmental Services         | GHD and Council's Town Planner are currently preparing a draft Planning Proposal, which is expected to be completed by 30 June.<br>21.10.2016 Draft planning proposal received.                                    |  |
| 31.05.16 | 4/2016/29       | Resolved:<br>1. Note the letter from George Mulder received 15 April 2016.<br>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:<br>a) Building Permit 31/94 and the Building Code of Australia in force at that time,<br>b) Environmental Planning and Assessment Act 1979 and associated regulation.<br>Moved: Clr Martinez<br>Seconded: Clr Keir                                                                                                                                                     | Director Environmental Services         |                                                                                                                                                                                                                    |  |
| 31.05.16 | Qs next meeting | Clr Taylor<br>Can Council's Regulatory Officer ensure insurance checks are carried out on market day in Lightning Ridge?                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Director of Environmental Services      |                                                                                                                                                                                                                    |  |
| 31.05.16 | Qs next meeting | Clr Taylor<br>Can Council investigate installing additional powerpoints at the race club facilities in Lightning Ridge?<br>Response<br>The Chief Financial Officer advised of Council's grant application for an upgraded                                                                                                                                                                                                                                                                                                                                                                            | Chief Financial Officer                 | 19.7.16 CFO to meet with Clr Taylor on site for location of powerpoints.<br>20.10.16 Meeting scheduled – 24/10/16<br>2.11.16 CFO met with Cr Taylor – CFO obtaining costing for purchase of much needed equipment. |  |

**WALGETT SHIRE COUNCIL AGENDA –22 NOVEMBER 2016 – ORDINARY COUNCIL MEETING**

|          |                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                |                                                                                                                                                                                 |  |
|----------|-----------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
|          |                 | kitchen facility.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                |                                                                                                                                                                                 |  |
| 31.05.16 | Qs next meeting | <p>Clr Greenaway<br/>Can Council inform Peter Harrison of possible approval requirements to reopen the silo at Rowena?<br/>Response<br/>The Director of Environmental Services will investigate and take appropriate action.</p>                                                                                                                                                                                                                                                                                                                                                                                                    | Director of Environmental Services             |                                                                                                                                                                                 |  |
| 31.05.16 | Qs next meeting | <p>Clr Woodcock<br/>Can Council investigate install irrigation for the trees in Lightning Ridge?</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Acting Director Engineering/Technical Services | 20.10.16 Ongoing                                                                                                                                                                |  |
| 28.06.16 | 2/2016/6        | That Council take action to immediately build the case for high priority funding to upgrade and seal the Walgett to Pilliga Road (RR7716) and prepare a submission to Government for additional funding.                                                                                                                                                                                                                                                                                                                                                                                                                            | Acting Director Engineering/Technical Services | 20.10.16 Quotes for feasibility Study will be called for at the end of October<br>2.11.16 Quotes have been called for                                                           |  |
| 28.06.16 | 12/2016/6       | <p>That Council invites expressions of interest from interested parties to join a proposed umbrella group to review the existing Tourism Destination Strategy with a view to expanding the local tourism industry.<br/>Moved: Clr Cooper<br/>Seconded: Clr Murray</p>                                                                                                                                                                                                                                                                                                                                                               | General Manager                                | 14.7.16 EOI called                                                                                                                                                              |  |
| 28.06.16 | 23/2016/6       | <p>1. Note the grant applications and quotes from Diane Kelly.<br/>2. Reimburse \$3,900 each for 51, 53 &amp; 55 Fox St Walgett upon completion of proposed works and receipt of paid invoices for same if submitted to Council prior to 31 October 2016.<br/>Moved: Clr Keir<br/>Seconded: Clr Murray</p>                                                                                                                                                                                                                                                                                                                          | Director of Environmental Services             | 2.11.16 Request for extension received 21.10.2016                                                                                                                               |  |
| 28.06.16 | Qs next meeting | <p>Can Council inspect Pandora Street and the corner of Potch and Pandora Street with regards to drainage?<br/>Clr Woodcock</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Acting Director Engineering/Technical Services | 20.10.16 Planned for November                                                                                                                                                   |  |
| 26.07.16 | 4/2016/8        | That the Mayor and General Manager investigate the proposed formation and operation of the Lightning Ridge Reserve Trust Management Committee.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | General Manager                                |                                                                                                                                                                                 |  |
| 26.07.16 | 14/2016/8       | <p>Resolved:<br/>That the General Manager's report with regards the Fixing Country Roads Programme:<br/>1. Be received and noted.<br/>2. That a further report be submitted to the August meeting detailing a revised works programme for 2016/17 together with revised funding arrangements.<br/>3. Council adopt the revised tender documentation approach detailed above to cater for the possible introduction of competitive tendering for future grant works.<br/>4. Council commence negotiations with staff and relevant unions to address the various issues likely to arise when competitive tendering is introduced.</p> | General Manager                                |                                                                                                                                                                                 |  |
| 26.07.16 | 22/2016/8       | <p>a) That Council receive the Chief Financial Officers report.<br/>b) The Chief Financial Officer arrange for valuations of the three (3) properties:<br/>46 Euroka Street Walgett<br/>32 Namoi Street Walgett<br/>45 Pitt Street Walgett;<br/>c) Council engage a local auctioneer and proceed to auction all three (3) properties.<br/>d) When all properties are sold the Chief Financial Officer shall table a report to Council detailing with stage two of the proposal including acquisition of suitable land and construction of four (4) (two) bedroom units.</p>                                                         | Chief Financial Officer                        | 20.10.16 Awaiting valuator report from local valuer                                                                                                                             |  |
| 26.07.16 | Qs next meeting | <p>Clr Martinez<br/>Can Council change the ' closed during cleaning times' sign at bore baths in Lightning Ridge because tourist are driving away when they see the word 'closed'?</p>                                                                                                                                                                                                                                                                                                                                                                                                                                              | Acting Director Engineering/Technical Services | 20.10.16 In process                                                                                                                                                             |  |
| 23.08.16 | 9/2016/18       | <p>1. Develop a concept Priority Structure Plan for the upgrade / redevelopment of the Lightning Ridge Racecourse and surrounds.<br/>2. Undertake community consultation once the plan is complete to gain feedback on proposed upgrades.</p>                                                                                                                                                                                                                                                                                                                                                                                       | Director of Environmental Services             | 2.11.16 Grant for construction of \$1,026,000 multi-purpose sport and recreation building with disabled toilets at the Lightning Ridge Sporting Precinct submitted August 2016. |  |

**WALGETT SHIRE COUNCIL AGENDA –22 NOVEMBER 2016 – ORDINARY COUNCIL MEETING**

|          |                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                |                                                                                                                                 |  |
|----------|-----------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------|--|
| 23.08.16 | Qs next meeting | Q1.What is the progress on the submission for the Grawin Bridge at Collarenebri to be renamed the 'J.H. Tomkins Bridge'?<br>Response: The Acting Director Engineering/Technical Services to investigate and report accordingly.                                                                                                                                                                                                                                                                                                                                                                                                       | Acting Director Engineering/Technical Services | 20.10.16 Letter has been sent to RMS – waiting on response                                                                      |  |
| 23.08.16 | Qs next meeting | Q2: What is the progress with the Collarenebri Bank House/Agency?<br>Response: The Chief Financial Officer to investigate and report accordingly.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Chief Financial Officer                        | 20.10.16 EOI                                                                                                                    |  |
| 23.08.16 | Qs next meeting | Q1.Can Council provide an update on the rectification works for the Walgett levee bank?<br>Response: The Acting Director Engineering/Technical Services advised that the company is committed to rectifying the problem areas and has held off due to the recent wet weather.                                                                                                                                                                                                                                                                                                                                                         | Acting Director Engineering/Technical Services | 20.10.16 Ongoing                                                                                                                |  |
| 23.08.16 | Qs next meeting | Q1.Can Council review the water rating system?<br>Response: The Chief Financial Officer to investigate and report accordingly.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Chief Financial Officer                        | 20.10.16 To be reviewed for 2017/2018 pricing policy                                                                            |  |
| 23.08.16 | Qs next meeting | Q1. Can a sign be placed in Cumborah advising where the local toilets are located?<br>Response: The Acting Director Engineering/Technical Services to investigate and take action accordingly.                                                                                                                                                                                                                                                                                                                                                                                                                                        | Acting Director Engineering/Technical Services | 20.10.16 Sign has been ordered                                                                                                  |  |
| 23.08.16 | Qs next meeting | Q2: What is the progress on the solar power proposal?<br>Response: The Chief Financial Officer to investigate and report accordingly.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | Chief Financial Officer                        | 20.10.16 Awaiting report from solar power company.                                                                              |  |
| 23.08.16 | Qs next meeting | Q2: Can Council arrange for the road team to return to the Lightning Ridge Bowling Club to complete the top sheeting of the carpark?<br>Response: The Acting Director Engineering/Technical Services to investigate and take action accordingly.                                                                                                                                                                                                                                                                                                                                                                                      | Acting Director Engineering/Technical Services | 20.10.16 Pot Holes filled in<br>2.11.16 Hot sheeting quote has been sent to the Bowling Club, Council is waiting on a response. |  |
| 27.09.16 | 10/2016/20      | 1. That a budget adjustment of \$2,823 increasing the budget from \$17,086 to \$19,909 be approved.<br>2. That the applications for a donation received from eligible not-for-profit organisations as per the attached list be approved and the rebates on annual service charges as detailed therein be granted and any interest raised because of the lateness of the report be written off.<br>3. Three properties be reviewed for eligibility:<br>- 14 Shaw St Walgett – Trustee of Diocese Armidale<br>- 47 Namoi St Walgett – Australian Indigenous Ministries<br>- 35 Sutherland St Walgett – Australian Indigenous Ministries | Chief Financial Officer                        | 20.10.16 September QBR for adoption November 16 Council Meeting                                                                 |  |
| 27.09.16 | 10/2016/23      | 1. That Council note the letter from the Keith Whiteman dated 22 August 2016 and quote from Matthew Wilson dated 16 August 2016.<br>2. That Council Reimburse \$5,000 to Keith Whiteman upon completion of proposed works and receipt of paid invoices for same if submitted to Council prior to 31 January 2017.                                                                                                                                                                                                                                                                                                                     | Chief Financial Officer                        | 20.10.16 Nil reimbursement                                                                                                      |  |
| 27.09.16 | Qs next meeting | Clr Smith:<br>Drainage of streets in Collarenebri and Rowena.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Acting Director Engineering/Technical Services | 20.10.16 Council used additional pump to dispose rain water in Rowena                                                           |  |
| 27.09.16 | Qs next meeting | Clr Smith:<br>No L/Ridge sign or kms on Gwydir Hwy cnr of Herbert & Wilson St.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Acting Director Engineering/Technical Services | 20.10.16 In Progress                                                                                                            |  |
| 27.09.16 | Qs next meeting | Clr Smith:<br>Merrywinebone Road (RR329) in state of disrepair (Dangerous).                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Acting Director Engineering/Technical Services | 20.10.16 Temporary repair work was carried out last week.<br>2.11.16 More work has been done, we will be heavy patching soon.   |  |
| 27.09.16 | Qs next meeting | Clr Smith:<br>Remove young trees in table drains on road (RR329).                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Acting Director Engineering/Technical Services | 20.10.16 Council is seeking quotes                                                                                              |  |
| 27.09.16 | Qs next meeting | Clr Taylor:<br>Road improvements between tourist icons within the Shire. This road improvement would enhance the travel of essential service vehicles e.g. Police, Fire, Ambulance, tourists and folk who live along this road network. Council should be able to undertake this task by going for a grant and council should go for this grant as a matter of urgency or by levy of \$10 per lease.                                                                                                                                                                                                                                  | General Manager                                | 16.11.16 The future director of Engineering will report to council in the new year with cost estimates.                         |  |
| 27.09.16 | Qs next         | Clr Martinez:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | General Manager                                |                                                                                                                                 |  |

**WALGETT SHIRE COUNCIL AGENDA –22 NOVEMBER 2016 – ORDINARY COUNCIL MEETING**

|          |                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                      |                                                                                                                                                                                                                        |          |
|----------|-----------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|
|          | meeting         | Contractor list reviewed twice yearly. Requested that the process for Expression of Interest for Contractors be reviewed and General Manager matter reviewed in conjunction                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                      |                                                                                                                                                                                                                        |          |
| 27.09.16 | Qs next meeting | Clr Martinez:<br>Can Council arrange a cost estimate for the maintenance of roads in the opal fields based on two grades a year for each road?                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Acting Director<br>Engineering/Technical<br>Services | 20.10.16 In Progress                                                                                                                                                                                                   |          |
| 27.09.16 | Qs next meeting | Clr Martinez:<br>Can Council fund the supply of notice boards throughout the Shire?                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Chief Financial Officer                              | 20.10.16 CFO Investigating                                                                                                                                                                                             |          |
| 27.09.16 | Qs next meeting | Clr Murray:<br>Council letter to SES. David Monk or higher.<br>That a letter be sent to the SES (high up the food chain) i.e. potential flood in this area and the possible use of helicopters for stock retrieval and or stock inspection. In the 2012 flood farms wanted to use the SES chopper for stock inspection, but needed to have a 2 day induction course to ride in the helicopter. These farmers had to use the pilots to check their stock, and through no experience looked at the wrong stock and wrong paddocks. Also need to embed a local to direct the choppers delivering supplies to the properties.                                                                                                                                                                                                                                                                 | General Manager                                      | The General Manager will draft an appropriate letter to Macquarie SES                                                                                                                                                  |          |
| 27.09.16 | Qs next meeting | Clr Turnbull:<br>Dirt roads north of Lightning Ridge need serious attention before harvest as farmers will not be able to access with trucks to transport their commodities.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Acting Director<br>Engineering/Technical<br>Services | 20.10.16 all gravel and dirt roads have received some attention                                                                                                                                                        | Complete |
| 27.09.16 | Qs next meeting | Clr Cameron:<br>When will work be done to repair sections of RR329 where dangerous conditions will prove extremely hazardous during the upcoming harvest season?                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Acting Director<br>Engineering/Technical<br>Services | 20.10.16 Repair work was done last Saturday on causeway in RR329 other works are progressing.<br>16.11.16 shoulder repair work and flood damage restoration commenced and caution signage and speed limiting installed | Complete |
| 27.09.16 | Qs next meeting | Clr Cameron:<br>KC - add flooding issues @ Rowena tip to waste problems of the village                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Acting Director<br>Engineering/Technical<br>Services |                                                                                                                                                                                                                        |          |
| 27.09.16 | Qs next meeting | Clr Cameron:<br>Can Council follow up with the NSW Ambulance Service regarding the possibility of the provision of aero medical response or retrieval (helicopter) services during times when black soil roads are closed or impassable during wet weather?                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | General Manager                                      |                                                                                                                                                                                                                        |          |
| 27.09.16 | Qs next meeting | Clr Woodcock:<br>That the use of microphones at meetings be re-introduced if they are still operational.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | General Manager                                      | 16.11.16 the acting GM has commenced a process of instigating a recording system and a report will be presented to a future meeting                                                                                    |          |
| 27.09.16 | 10/2016/32      | That copies of external investigation report prepared by Pendlebury Workplace Law be distributed to Councillors and the General Manager and arrangements made for discussions at a special/next council meeting.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | General Manager                                      |                                                                                                                                                                                                                        |          |
| 25.10.16 | 11/2016/11      | 1. The Mayor and the following Councillors be members of the 2017 Australia Day Awards Judging panel Clr Taylor and Clr Smith.<br>2. The Mayor be the chairperson of the Judging panel.<br>3. The Mayor and Councillors on the Panel be authorised to determine community members of the Panel and to invite community members to join the Panel.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | General Manager                                      |                                                                                                                                                                                                                        |          |
| 25.10.16 | 11/2016/12      | 1. Prepare and lodge a submission for Walgett Shire to stand alone but be a member of any joint organisation based around the existing Orana Regional organisation of Councils. The submission to stress Council's various strengths including:<br>a. Potential for future growth in the agricultural sectors<br>b. Regional centre of community predominately Dubbo<br>c. Council's financial viability<br>d. Council's ability to attract quality staff<br>e. The community reference to stand alone<br>f. Success in resource sharing<br>2. Submit a boundary proposal for a joint organisation as per (1) above which provides for Walgett Shire to be part of the Orana Joint Organisation. Orana Regional Organisation of Councils have indicated that they are currently making submissions to the proposals which strongly support the inclusion of Walgett Shire within that JO. | General Manager                                      | 16.11.16 Submission lodged and circulated to Councillors via email.                                                                                                                                                    | Complete |

**WALGETT SHIRE COUNCIL AGENDA –22 NOVEMBER 2016 – ORDINARY COUNCIL MEETING**

|          |                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                |                                                                                                                                                                               |                    |
|----------|-----------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|
| 25.10.16 | 11/2016/16      | That the Council write-offs \$193,926.65 as per Council's Abandonments Register as at 30th June 2016.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Chief Financial Officer                        |                                                                                                                                                                               | Complete           |
| 25.10.16 | 11/2016/17      | That Council endorse the draft submission as its formal submission to IPART.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | Chief Financial Officer                        | 2.11.16 Emailed to IPART                                                                                                                                                      | Complete           |
| 25.10.16 | 11/2016/18      | 1. That Council receive and note the Collarenebri Cricket Pitch Report.<br>2. Council seek funding for the construction of new cricket pitch suitable for the football field in Collarenebri                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | Chief Financial Officer                        | 2.11.16 Council to consider construction of a turf pitch as a project under drought employment program.                                                                       |                    |
| 25.10.16 | 11/2016/22      | 1. Note the letter received 15 August 2016 regarding Joint Regional Planning Panel appointments from Rob Stokes, NSW Minister for Planning.<br>2. Note the letter received from Marcus Ray regarding nomination of members to the Western Joint Regional Planning Panel.<br>3. Select new nominees for the Western Region Joint Regional Planning panel in line with published guidelines.                                                                                                                                                                                                                                                                                                                                                                                                                   | Director Environmental Services                | 2.11.16 Jessica McDonald, Matt Clarkson & Andrew Wilson Nominated. Letter to JRPP to confirm this.                                                                            |                    |
| 25.10.16 | 11/2016/27      | 1. Council accept the Restart NSW funding offer for the Cumborah Water Supply.<br>2. Council execute the Restart NSW funding deed and affix the Common Seal of Council.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Director Engineering/Technical Services        | 2.11.16 A teleconference is organised with Infrastructure NSW on the 4 <sup>th</sup> November 2016 to discuss draft deed. And reporting arrangement.                          |                    |
| 25.10.16 | Qs next meeting | Clr Taylor<br>Q1. Can Councillors be involved in the appointment of senior staff?                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | General Manager                                | The General Manager advised as per the Local Government act, appointment of senior officer is the responsibility of the GM and is to occur after consultation with Council.   | Complete           |
| 25.10.16 | Qs next meeting | Clr Taylor<br>Can council repair the problems causing the overflow of water into the car park of the Lightning Ridge bore baths?                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Chief Financial Officer                        | The Chief Financial Officer advised that the site has been inspected and a plan of attack is being established to address the drainage and structural issues of the building. |                    |
| 25.10.16 | Qs next meeting | Clr Taylor<br>What is the update on the street sweeper?                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Acting Director Engineering/Technical Services | The Acting Director Engineering/Technical Services advised a specification has been drawn up and will be presented to the plant committee.                                    | Complete           |
| 25.10.16 | Qs next meeting | Clr Taylor<br>Can Council install a power point at the BBQ area in Lions Park in Lightning Ridge?                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Chief Financial Officer                        | 2.11.16 CFO investigating equipment purchase and arranging for power points to be installed.                                                                                  |                    |
| 25.10.16 | Qs next meeting | Clr Taylor<br>Can Council remove the tape on the side of the bore baths building?                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Acting Director Engineering/Technical Services |                                                                                                                                                                               | Completed 25/10/16 |
| 25.10.16 | Qs next meeting | Clr Turnbull<br>RR426 (Shermans Way and Ridge Road) SR55, SR51, SR102 roads have been graded but are unsatisfactory. Need to be regraded and formed up.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Acting Director Engineering/Technical Services | 2.11.16 Council is working on getting all the roads fixed after the recent flood damage for harvest and after harvest they will be redone.                                    |                    |
| 25.10.16 | Qs next meeting | Clr Turnbull<br>Can a couple of bins be put at the vacant block, corner of Onyx Street, Morilla Street and Three Mile Road?                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | Acting Director Engineering/Technical Services | Staff has been instructed to come up with report regarding feasibility of placing bins on these locations. Expected date 08/11/16                                             |                    |
| 25.10.16 | 11/2016/30      | That Council transfer \$97,000 from the "Economic Development" reserve to the "LRVIC Toilet Block" reserve to fund the construction of the Lightning Ridge Toilet block.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Chief Financial Officer                        | 2.11.16 Council resolved at the October 2016 meeting                                                                                                                          | Complete           |
| 25.10.16 | 11/2016/31      | 1. Demolish the awning as a matter of priority. Council should engage a suitably qualified person to demolish the awning and a structural engineer for specification on the façade remediation works at 9 Wilson Street and follow the appropriate legal process of charging the works to the land.<br>2. Fine the property owner for not complying with an Order 27 from the Local Government Act being failure to remove an object or matter from a public place or prevent any object or matter being deposited there.<br>3. That Council give the owners the option to remediate the awning where works are to occur quickly. Where the owners fail to remediate the awning within a suitable timeframe, Council is to carry out remediation works to the awning and charge the costs back to the owner. | Director Environmental/Technical Services      | 16.11.16 temporary propping carried out by Council                                                                                                                            |                    |
| 25.10.16 | 11/2016/32      | That Council receive and note the Essential Service upgrades at the Walgett Sporting Club report.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Director Environmental Services                |                                                                                                                                                                               | Complete           |

## 12.1.2 LOCAL GOVERNMENT WEEKLY RECEIVED FROM THE LGNSW

**REPORTING SECTION:** General Manager  
**AUTHOR:** George Cowan – General Manager  
**FILE NUMBER:** 16/39

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**Summary:**

Copies of weekly circulars numbers 41-45 received from Local Government NSW since the last Council meeting have been distributed to Councillors. Circulars are emailed to Councillors weekly.

**Background:**

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

Issue 41

Item 2: Crown Lands Management Bill 2016

**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

**Financial Implications:**

Nil

**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> |
|--------------------------------------------------------|

**Recommendation:**

That the information contained in the weekly circulars numbers 41-45 from the Local Government NSW be received and noted.

**Moved:**

**Seconded:**

**Attachments:**

Nil

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

**REPORTING SECTION:** General Manager  
**AUTHOR:** George Cowan – General Manager  
**FILE NUMBER:** 16/39

---

**Summary:**

Copies of circular received Circular No 16-39 - 16-43 from the Local Government Office Department of Premier and Cabinet are attached for Councillors information.

**Background:**

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

- 16-43 Responsible Pet Ownership Grants Program – Successful Applicants in Year Three
- 16-42 Review of the Model Code of Conduct and Procedures for the Administration of the Model Code of Conduct
- 16-41 Annual Code of Conduct Complaints Reporting
- 16-40 2016 local government elections - survey of candidates and councillors
- 16-39 2016 edition of the Councillor Handbook

**Relevant Reference Documents:**

Nil

**Governance Issues:**

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

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

**Environmental issues:**

Nil

**Stakeholders:**

Councillors  
Walgett Shire Council staff

**Financial Implications:**

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

**Legal Issues:**

Nil

**Alternative Solutions/Options:**

Nil

**Conclusion:**

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

| <b>Circulars Received From the NSW Office of Local Government</b>                                                                                                                                                                                                      |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <p>That the information contained in the following Departmental circulars No 16-39 to 16-43 from the Local Government Division Department of Premier and Cabinet be received and noted.</p> <p><b>Moved:</b></p> <p><b>Seconded:</b></p> |

**Attachments:**

Circular 16-39

Circular 16-40

Circular 16-41

Circular 16-42

Circular 16-43

Office of  
Local Government

## Circular to Councils

|                             |                                                                                                               |
|-----------------------------|---------------------------------------------------------------------------------------------------------------|
| <b>Circular Details</b>     | 16-39 / 21 October 2016 / A518410                                                                             |
| <b>Previous Circular</b>    | 16-38 "Hit the Ground Running" Councillor Workshops for councils with elections in September and October 2016 |
| <b>Who should read this</b> | Councillors / General Managers / Governance staff                                                             |
| <b>Contact</b>              | Council Governance Team/ 02 4428 4100 / <a href="mailto:olg@olg.nsw.gov.au">olg@olg.nsw.gov.au</a>            |
| <b>Action required</b>      | Information                                                                                                   |

**2016 edition of the Councillor Handbook****What's new or changing**

- The Office of Local Government has issued an updated edition of the Councillor Handbook.
- The Councillor Handbook has been updated to reflect developments over the last four years and recent amendments to the *Local Government Act 1993*.

**What this will mean for your council**

- General Managers and council governance staff should ensure councillors are aware of the availability of the Councillor Handbook on the Office of Local Government's website.

**Key points**

- The Councillor Handbook is designed to help new and returning councillors to be effective in their role.
- The handbook is the go-to resource for all councillors during their electoral term and includes links to other useful resources.
- The handbook provides more detail on the topics covered in the upcoming "Hit the Ground Running" Councillor Workshops.

**Where to go for further information**

- The Councillor Handbook is available on the Office of Local Government's website at [www.olg.nsw.gov.au](http://www.olg.nsw.gov.au).
- For further information, contact the Council Governance Team on 4428 4100.

**Tim Hurst**  
Acting Chief Executive  
Office of Local Government

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## Circular to Councils

|                             |                                                                                              |
|-----------------------------|----------------------------------------------------------------------------------------------|
| <b>Circular Details</b>     | Circular No 16-40 / 24 October 2016 / A514721                                                |
| <b>Previous Circular</b>    | N/A                                                                                          |
| <b>Who should read this</b> | General Managers / Governance staff                                                          |
| <b>Contact</b>              | Performance Team / 02 4428 4100 / <a href="mailto:olg@olg.nsw.gov.au">olg@olg.nsw.gov.au</a> |
| <b>Action required</b>      | Response to Office of Local Government                                                       |

## 2016 local government elections – survey of candidates and councillors

### What's new or changing

- Councils are required to complete a survey of candidates and councillors for the 2016 local government elections.

### What this will mean for your council

- Councils are required to respond to this information request under section 429 of the *Local Government Act 1993*.
- Councils can use the Statistical Information Sheets that candidates completed prior to the elections to complete the survey. Councils are required to retain these sheets under clause 391(6) of the *Local Government (General) Regulation 2005*.

### Key points

- The Office of Local Government has been conducting this survey since the 1987 elections. The report on survey findings from the 2012 elections, the *NSW Councillor and Candidate Report 2012*, is available on OLG's website at [www.olg.nsw.gov.au](http://www.olg.nsw.gov.au).
- Information provided by councils in response to the survey will help OLG and local communities monitor community representation on councils. The information will also be used to evaluate the effectiveness of OLG's Candidate Diversity Strategy which aimed to increase the diversity of candidates standing at the 2016 elections (see Circular 16-23).
- Two new questions have been added to the 2016 survey about whether a person is a property developer or a close associate of a property developer.
- Information provided by councils is subject to the *Government Information (Public Access) Act 2009*. Information collected in response to the survey will be held by OLG and will only be used for the purposes stated in this circular. Information provided about individual candidates will be kept confidential. Only aggregated information for individual councils and for the State will be published.
- Councils are requested to email the completed survey, which will be emailed to councils separately, to [elect16@olg.nsw.gov.au](mailto:elect16@olg.nsw.gov.au) by 5pm on Wednesday 30 November 2016. This includes councils with uncontested elections.

Office of  
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## Circular to Councils

|                             |                                               |
|-----------------------------|-----------------------------------------------|
| <b>Circular Details</b>     | Circular No 16-41 / 25 October 2016 / A514522 |
| <b>Previous Circular</b>    | 15-34                                         |
| <b>Who should read this</b> | General Managers / Complaints Coordinators    |
| <b>Contact</b>              | Performance Team / 02 4428 4100               |
| <b>Action required</b>      | Council to Implement                          |

## Annual Code of Conduct Complaints Reporting

## What's new or changing

- Under the Model Code of Conduct Procedures, each council's complaints coordinator must report annually on a range of complaint statistics to their council and to the Office of Local Government within 3 months of the end of September.

## What this will mean for your council

- To assist with the compilation of the Time Series Data Publication, councils are asked to **return the collection form by 30 November 2016**.

## Key points

- The updated collection form has been emailed to all General Managers for completion by the complaints coordinator.
- The collection form should be returned electronically to the Office of Local Government at [codeofconduct@olg.nsw.gov.au](mailto:codeofconduct@olg.nsw.gov.au). Instructions are included in an email to General Managers.
- The Office intends to publish this data.

## Where to go for further information

- The Model Code of Conduct Procedures is available on the Office's website at [www.olg.nsw.gov.au](http://www.olg.nsw.gov.au).
- For further information, contact the Office's Performance Team on (02) 4428 4100.

**Tim Hurst**  
Acting Chief Executive

Office of Local Government  
5 O'Keefe Avenue NOWRA NSW 2541  
Locked Bag 3015 NOWRA NSW 2541  
T 02 4428 4100 F 02 4428 4199 TTY 02 4428 4209  
E [olg@olg.nsw.gov.au](mailto:olg@olg.nsw.gov.au) W [www.olg.nsw.gov.au](http://www.olg.nsw.gov.au) ABN 44 913 630 046

Office of  
Local Government

## Circular to Councils

|                             |                                                                             |
|-----------------------------|-----------------------------------------------------------------------------|
| <b>Circular Details</b>     | Circular No 16-42 / 3 November 2016 / A515866                               |
| <b>Previous Circular</b>    | 16/30 Local Government Amendment (Governance and Planning) Act 2016         |
| <b>Who should read this</b> | Councillors / General Managers / Complaints Coordinators/ Conduct Reviewers |
| <b>Contact</b>              | Council Governance Team – 02 4428 4100                                      |
| <b>Action required</b>      | Response to OLG                                                             |

## Review of the Model Code of Conduct and Procedures for the Administration of the Model Code of Conduct

### What's new or changing

- The recent amendments to the *Local Government Act 1993* (the Act) will see the pecuniary interest provisions of the Act and the *Local Government (General) Regulation 2005* incorporated into the *Model Code of Conduct for Local Councils in NSW* (the Model Code).
- Once commenced, these reforms will consolidate all ethical standards for council officials into a single statutory instrument. They will also mean that breaches of pecuniary interest obligations by councillors are treated as misconduct under the Act and will be subject to the "three strikes" misconduct rules.
- As part of the process of incorporating the pecuniary interest obligations in the Act and Regulation into the Model Code, the Office of Local Government is undertaking an implementation review of the Model Code and the associated *Procedures for the Administration of the Model Code of Conduct for Local Councils in NSW* (the Procedures).
- The Office is also undertaking a review of the requirements for the disclosure of interests by councillors and designated persons in returns of interests currently submitted under section 449 of the Act

### What this will mean for your council

- The Office is seeking the assistance of councils and conduct reviewers in undertaking its review. In particular, the Office is seeking suggestions for improvement from councils and conduct reviewers in relation to the following:
  - The ethical standards prescribed under the Model Code.
  - The operation of the Procedures.
  - Requirements for the disclosure of interests by councillors and designated persons in returns of interests currently submitted under section 449 of the Act.

### Key points

- Submissions may be made by email to [olg@olg.nsw.gov.au](mailto:olg@olg.nsw.gov.au).
- Submissions should be labelled "code of conduct review" and marked to the attention of the Office's Council Governance Team.
- Council complaints coordinators should bring this circular to the attention of their council's conduct reviewers so that they may make submissions.

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 5 O'Keefe Avenue 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 16-43 / 8 November 2016 / A495097                                                                      |
| <b>Previous Circular</b>    | 15-32, 15-15, 15-05, 14-22 and 13-54                                                                               |
| <b>Who should read this</b> | Councillors / General Managers / All council staff / Companion Animals staff                                       |
| <b>Contact</b>              | Program Delivery Team / 02 4428 4100<br><a href="mailto:rpogranants@olg.nsw.gov.au">rpogranants@olg.nsw.gov.au</a> |
| <b>Action required</b>      | Information / Successful applicants to return signed Funding Agreements to the Office of Local Government          |

**Responsible Pet Ownership Grants Program – Successful Applicants In Year Three****What's new or changing**

- Applications for year three of the Responsible Pet Ownership Grants Program have now been assessed and 35 projects with a total project value of \$302,591 will receive grant funding.
- Starting in 2014-15, the NSW Government committed \$900,000 over three years to the Grants Program.

**What this will mean for your council**

- All applicants will receive correspondence from Office of Local Government in relation to their individual application.
- Successful applicants will be paid the approved grant funding amount after returning their signed Funding Agreement to Office of Local Government.

**Key points**

- The Grants Program provides funding to councils to deliver projects that increase microchipping, lifetime registration and desexing rates and address the issue of dangerous dogs in the community.
- The third round of the Grants Program closed on 29 April 2016, with a total of 50 applications received.
- An Assessment Panel was established to make recommendations on funding and assess applications in accordance with the Responsible Pet Ownership Grants Program Guidelines.

**Where to go for further information**

- A list of successful applicants in the third year of the Grants Program is available on the Office of Local Government's website at [www.olg.nsw.gov.au](http://www.olg.nsw.gov.au).

**Tim Hurst**  
**Acting Chief Executive**

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## 12.1.4 MONTHLY CALENDAR: NOVEMBER – JANUARY 2016

**REPORTING SECTION:** General Manager  
**AUTHOR:** George Cowan– General Manager  
**FILE NUMBER:** 16/39

---

**Summary:**

Monthly calendar of Council activities.

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

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

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

**Current Position:**

The calendar for the months of September - November 2016 is attached. Councillors are requested to raise any queries prior to the meeting.

**Relevant Reference Documents/Policies:**

Nil

**Governance issues:**

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

**Environmental issues:**

Not applicable

**Stakeholders:**

Councillors  
Walgett Shire Council staff

**Financial Implications:**

Nil

**Alternative Solutions/Options:**

Not applicable

**Conclusion:**

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

|                                                 |
|-------------------------------------------------|
| <b>Monthly Calendar November – January 2016</b> |
|-------------------------------------------------|

**Recommendation:**

That Council receive and note the regular monthly calendar for the period November – January 2016.

**Moved:**

**Seconded:**

**Attachment:**

Calendar November – January 2016.

## Nov-16

| Date      |          | Time    | What                              | Who                           |
|-----------|----------|---------|-----------------------------------|-------------------------------|
| Tuesday   | 01-11-16 |         |                                   |                               |
| Wednesday | 02-11-16 |         |                                   |                               |
| Thursday  | 03-11-16 |         |                                   |                               |
| Friday    | 04-11-16 |         |                                   |                               |
| Saturday  | 05-11-16 |         |                                   |                               |
| Sunday    | 06-11-16 |         |                                   |                               |
| Monday    | 07-11-16 |         |                                   |                               |
| Tuesday   | 08-11-16 |         |                                   |                               |
| Wednesday | 09-11-16 |         |                                   |                               |
| Thursday  | 10-11-16 |         | OLG Councillor Induction Session  | All Councillors               |
| Friday    | 11-11-16 |         |                                   |                               |
| Saturday  | 12-11-16 |         |                                   |                               |
| Sunday    | 13-11-16 |         |                                   |                               |
| Monday    | 14-11-16 |         |                                   |                               |
| Tuesday   | 15-11-16 |         |                                   |                               |
| Wednesday | 16-11-16 |         |                                   |                               |
| Thursday  | 17-11-16 |         |                                   |                               |
| Friday    | 18-11-16 |         | GMAC                              | GM                            |
| Saturday  | 19-11-16 |         |                                   |                               |
| Sunday    | 20-11-16 |         |                                   |                               |
| Monday    | 21-11-16 |         |                                   |                               |
| Tuesday   | 22-11-16 | 10:00AM | Council Meeting - Burren Junction | All Directors and Councillors |
| Wednesday | 23-11-16 |         |                                   |                               |
| Thursday  | 24-11-16 |         |                                   |                               |
| Friday    | 25-11-16 |         |                                   |                               |
| Saturday  | 26-11-16 |         |                                   |                               |
| Sunday    | 27-11-16 |         |                                   |                               |
| Monday    | 28-11-16 |         |                                   |                               |
| Tuesday   | 29-11-16 |         |                                   |                               |
| Wednesday | 30-11-16 |         |                                   |                               |

## Dec-16

| Date      |          | Time               | What                               | Who                         |
|-----------|----------|--------------------|------------------------------------|-----------------------------|
| Thursday  | 01-12-16 | 10:00AM<br>10:00AM | OROC Meeting - Bourke              | Mayor and GM                |
| Friday    | 02-12-16 |                    |                                    |                             |
| Saturday  | 03-12-16 |                    |                                    |                             |
| Sunday    | 04-12-16 |                    |                                    |                             |
| Monday    | 05-12-16 |                    |                                    |                             |
| Tuesday   | 06-12-16 |                    |                                    |                             |
| Wednesday | 07-12-16 |                    |                                    |                             |
| Thursday  | 08-12-16 |                    |                                    |                             |
| Friday    | 09-12-16 |                    |                                    |                             |
| Saturday  | 10-12-16 |                    |                                    |                             |
| Sunday    | 11-12-16 |                    |                                    |                             |
| Monday    | 12-12-16 |                    | CMCC Meeting - Gilgandra           | Woodcock, Martinez & GM     |
| Tuesday   | 13-12-16 |                    | Council Meeting - Walgett          | All Directors & Councillors |
| Wednesday | 14-12-16 |                    |                                    |                             |
| Thursday  | 15-12-16 |                    |                                    |                             |
| Friday    | 16-12-16 |                    |                                    |                             |
| Saturday  | 17-12-16 |                    |                                    |                             |
| Sunday    | 18-12-16 |                    |                                    |                             |
| Monday    | 19-12-16 |                    | Australia Day - Nominations Close  |                             |
| Tuesday   | 20-12-16 |                    |                                    |                             |
| Wednesday | 21-12-16 |                    |                                    |                             |
| Thursday  | 22-12-16 |                    |                                    |                             |
| Friday    | 23-12-16 |                    |                                    |                             |
| Saturday  | 24-12-16 |                    |                                    |                             |
| Sunday    | 25-12-16 |                    | Christmas                          |                             |
| Monday    | 26-12-16 |                    | Shut-Down Period 26 Dec till 2 Jan |                             |
| Tuesday   | 27-12-16 |                    |                                    |                             |
| Wednesday | 28-12-16 |                    |                                    |                             |
| Thursday  | 29-12-16 |                    |                                    |                             |
| Friday    | 30-12-16 |                    |                                    |                             |
| Saturday  | 31-12-16 |                    |                                    |                             |

## Jan-16

| Date      |          | Time | What                                   | Who    |
|-----------|----------|------|----------------------------------------|--------|
| Saturday  | 01-10-16 |      | Shut-Down Period 26 Dec till 2 Jan     |        |
| Sunday    | 02-10-16 |      |                                        |        |
| Monday    | 03-10-16 |      |                                        |        |
| Tuesday   | 04-10-16 |      |                                        |        |
| Wednesday | 05-10-16 |      |                                        |        |
| Thursday  | 06-10-16 |      |                                        |        |
| Friday    | 07-10-16 |      |                                        |        |
| Saturday  | 08-10-16 |      |                                        |        |
| Sunday    | 09-10-16 |      |                                        |        |
| Monday    | 10-10-16 |      |                                        |        |
| Tuesday   | 11-10-16 |      |                                        |        |
| Wednesday | 12-10-16 |      |                                        |        |
| Thursday  | 13-10-16 |      |                                        |        |
| Friday    | 14-10-16 |      |                                        |        |
| Saturday  | 15-10-16 |      |                                        |        |
| Sunday    | 16-10-16 |      |                                        |        |
| Monday    | 17-10-16 |      |                                        |        |
| Tuesday   | 18-10-16 |      |                                        |        |
| Wednesday | 19-10-16 |      |                                        |        |
| Thursday  | 20-10-16 |      |                                        |        |
| Friday    | 21-10-16 |      |                                        |        |
| Saturday  | 22-10-16 |      |                                        |        |
| Sunday    | 23-10-16 |      |                                        |        |
| Monday    | 24-10-16 |      |                                        |        |
| Tuesday   | 25-10-16 |      | Australia Day Awards - Lightning Ridge | Public |
| Wednesday | 26-10-16 |      |                                        |        |
| Thursday  | 27-10-16 |      |                                        |        |
| Friday    | 28-10-16 |      |                                        |        |
| Saturday  | 29-10-16 |      |                                        |        |
| Sunday    | 30-10-16 |      |                                        |        |
| Monday    | 31-10-16 |      |                                        |        |

## 12.1.5 LAND CLASSIFICATION - COUNCIL CARPARK WALGETT

**REPORTING SECTION:** Environmental Services  
**AUTHOR:** Matt Clarkson, Town Planner  
**FILE NUMBER:** 13/241

---

**Summary:**

Council has recently legally acquired the title in full of a carpark in Walgett (Lot 105 DP 878781 Neilley Street Walgett). It is recommended that Council resolve to classify the land as operational.

**Background:**

Over the past several years Council has been endeavouring to resolve historical title issues over a carpark in Walgett, being Lot 105 DP 878481. The lot in totality was acquired on 9 September 2016. Council has received a copy of the certificate of title for the land from Land and Property Information confirming the land has been transferred to Council's sole ownership.

**Current Position:**

Under the provisions of Section 31 of the Local Government Act 1993, within 3 months after it acquires land, a council must classify the land as operational otherwise it is taken to have been classified under a local environmental plan as community land. In this context, Lot 105 DP 878481 must be classified as operational land to allow Council to retain adequate control over its future use.

**Relevant Reference Documents:**

Sundry correspondence between Council, part title holders, and legal counsel.

**Stakeholders:**

Walgett Council  
Walgett Community

**Governance issues:**

Any land acquired by a council that is not classified is, at the end of the period of 3 months is taken to have been classified under a local environmental plan as community land.

**Environmental issues:**

The land should be classified as operational land

**Financial Implications:**

Once classified as operational, Council may develop or sell the land, in total or in part.

**Legal Issues:**

Council need to classify the land as operational land now the transfer is completed.

**Alternative Solutions/Options:**

Do nothing: This has not been recommended as it is desirable for Council to be able to retain full control over future use of the land without amending the Walgett Local Environmental Plan.

**Conclusion:**

The matter is now submitted for Council's further consideration.

|                                                                          |
|--------------------------------------------------------------------------|
| <b>Land Classification – Council Carpark Walgett – Lot 105 DP 878781</b> |
|--------------------------------------------------------------------------|

**Recommendation:**

That Council resolve to classify Lot 105 DP 878481 in Walgett Shire as operational.

**Seconded:**

**Moved:**

**Attachments:**

Nil

## 12.1.6 DECEMBER COUNCIL MEETING – CHANGE OF DATE

**REPORTING SECTION:** Executive  
**AUTHOR:** George Cowan – Acting General Manager  
**FILE NUMBER:** 16/39

---

**Summary:**

This report seeks council's resolution to move the December meeting of Council forward from Tuesday 20 December to Tuesday 13 December

**Background:**

In September Council adopted the meetings dates, times and locations for meetings to be held over the next 12 months

**Current Position:**

The meeting is currently set down for Tuesday 20 December in Walgett

**Relevant Reference Documents:**

N/A

**Stakeholders:**

Councillors, Staff and members of the public affected by the change are more likely to find the earlier date more convenient

**Governance issues:**

Holding the meeting on the 20 December only leaves a couple of days for staff to deal with works and issues emanating from the meeting and at a time when most people are affected by the Christmas break

**Environmental issues:**

Nil

**Financial Implications:**

Nil

**Legal Issues:**

Nil

**Alternative Solutions/Options:**

The alternative is to leave the meeting where it is currently scheduled

**Conclusion:**

It is appropriate to move the meeting forward.

| December Council Meeting – Change of Date                                                                                                                   |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <p>That the December Council meeting be held on Tuesday 13 December in Walgett.</p> <p><b>Moved:</b><br/><b>Seconded:</b></p> |

## **12.1.7 MATTERS GENERALLY FOR BRIEF MENTION OR INFORMATION ONLY FROM THE GENERAL MANAGER**

**REPORTING SECTION:** General Manager  
**AUTHOR:** George Cowan – Acting General Manager  
**FILE NUMBER:** 16/39

---

**1. Letter from the Hon Sarah Mitchell MLC – membership of the Western NSW Mining and Resources Development Taskforce**

Council resolved to note the request at the October meeting choosing to defer to representatives from Councils with mining activity. Councillors Lillian Brady and Darrien Turley have nominated.

**2. Far West Initiative**

Following the October Council meeting where Council had resolved to advise the Minister that it wished to remain as a standalone council and have membership of Orana based JO.

I prepared and lodged a submission along those lines which has been circulated separately to Councillors and is also on the council web site. The closing date for submissions on the FWI has been extended to the 16 December 2016. The Minister has called a video/conference meeting of the FWI committee to be held on 24 November and local member Humphries has invited the Mayor and GM to meet with him in Bourke on 1 December. I would expect Council to formalize its position on the FWI at the meeting in December 2016.

**3. Lightning Ridge Visitor Information Centre**

At a recent meeting between Council and the local Member Mr. Humphries the subject of tourism was discussed and it was suggested that Council should consider preparing and lodging grant applications to fund a new Visitor Information centre in Lightning Ridge.

The particular grant program that was open at that time has unfortunately closed. However it would be prudent for Council to be in a position to lodge an application when the next round of funding becomes available. It is therefore recommended that expressions of interest be sought from appropriately qualified consultants to prepare concept plans and costing for a new VIC at Lightning Ridge.

**Matters Generally for Brief Mention or Information only from the General Manager**

**Recommendation:**

1. Receive and note the report by the General Manager in relation to the Letter from the Hon Sarah Mitchell MLC – membership of the Western NSW Mining and Resources Development Taskforce and the Far West Initiative on matters for brief mention, or information only.
2. That the General Manager be authorised to engage suitably qualified consultant to prepare material needed for an application for funding of a new VIC in lightning Ridge and that funds be provided from the tourism reserve .

**Moved:**

**Seconded:**

## 12.2 CHIEF FINANCIAL OFFICER

### 12.2.1 CASH ON HAND & INVESTMENT REPORT – 31 OCTOBER 2016

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

**Summary:**

This report summarises the cash and investments held by Walgett Shire Council as at 31 October 2016.

**Background:**

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

Comparisons are often made between existing investments with available products that are not part of Council's portfolio.

All investments at 31 October 2016 are in compliance with the revised Ministerial Investment Order released by the OLG on 5 January 2016 and with Council's investment policy.

**Current Position:**

Council at the end of the October 2016 held a total of \$28,619,282 in on-call and interest bearing deposits with financial institutions within Australia. Most of the investments were held with institutes with a short term rating A-2/A2 or higher with limited exposure to unrated institutions.

The unrated institutions are IMB and the Australian Military Bank; both have a reputable history in the financial institutions market. Investments in unrated institutions are grandfathered, are being reviewed upon maturity and reinvested in compliance with Council's current investment policy.

At the end of October 2016 Council had earned \$251,492.55 in interest including accrued interest to 31 October 2016. This result compares favourably with the current budget.

Council's investments at 31 October 2016 had an average interest rate of 2.79% per annum which is higher than the 3 month BBSW rates of 1.75% as at 31 October 2016.

| <b>Overall Portfolio Maturity</b> |                              |                              |                               |                           |
|-----------------------------------|------------------------------|------------------------------|-------------------------------|---------------------------|
| <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%                         | 82.53%                        | \$ 23,619,281.83          |
| Portfolio % > 1 year, < 3 years   | 0%                           | 60%                          | 10.48%                        | \$ 3,000,000.00           |
| Portfolio % > 3 year, < 5 years   | 0%                           | 40%                          | 6.99%                         | \$ 2,000,000.00           |
| Portfolio % > 5 years             | 0%                           | 10%                          | 0.00%                         | \$ -                      |
|                                   |                              |                              | 100%                          | \$ 28,619,281.83          |

**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 31 October 2016 |                                         |                  |                       |                    |                                  |                                     |                                                |
|-----------------------------------------------------------------------|-----------------------------------------|------------------|-----------------------|--------------------|----------------------------------|-------------------------------------|------------------------------------------------|
| Investment                                                            | Investment<br>Final<br>Maturity<br>Date | Interest<br>Rate | Interest<br>Frequency | Coupon<br>Maturity | Amount<br>Invested<br>Value (\$) | % of Total<br>Funds (Face<br>Value) | Accrued<br>Interest to<br>End of<br>Month (\$) |
| <u>On-Call Accounts</u>                                               |                                         |                  |                       |                    |                                  |                                     |                                                |
| Commonwealth Bank                                                     | On Call                                 | 1.15%            | Monthly               | EOM                | 1,082,385                        | 3.78%                               | Pd Monthly                                     |
| Commonwealth Bank                                                     | On Call                                 | 1.20%            | Monthly               | EOM                | 536,897                          | 1.88%                               | Pd Monthly                                     |
| <b>Total On-Call Accounts</b>                                         |                                         |                  |                       |                    | <b>1,619,282</b>                 | <b>5.66%</b>                        |                                                |
| <u>Term Deposits</u>                                                  |                                         |                  |                       |                    |                                  |                                     |                                                |
| Australian Military Bank                                              | 16/11/2016                              | 3.00%            | Maturity              | 16/11/2016         | 1,000,000                        | 3.49%                               | \$19,344.26                                    |
| Members Equity Bank                                                   | 30/11/2016                              | 3.15%            | Maturity              | 30/11/2016         | 500,000                          | 1.75%                               | \$8,047.13                                     |
| Bank of Queensland                                                    | 9/11/2016                               | 2.95%            | Maturity              | 9/11/2016          | 500,000                          | 1.75%                               | \$6,971.99                                     |
| National Australia Bank                                               | 23/11/2016                              | 2.98%            | Maturity              | 23/11/2016         | 500,000                          | 1.75%                               | \$6,472.95                                     |
| Bankwest                                                              | 24/11/2016                              | 2.80%            | Maturity              | 24/11/2016         | 500,000                          | 1.75%                               | \$6,081.97                                     |
| Bank of Queensland                                                    | 7/12/2016                               | 3.00%            | Maturity              | 7/12/2016          | 1,000,000                        | 3.49%                               | \$12,459.02                                    |
| Suncorp                                                               | 11/01/2017                              | 3.00%            | Maturity              | 11/01/2017         | 500,000                          | 1.75%                               | \$5,942.62                                     |
| National Australia Bank                                               | 18/01/2017                              | 2.93%            | Maturity              | 18/01/2017         | 1,000,000                        | 3.49%                               | \$9,366.39                                     |
| Bendigo and Adelaide Bank                                             | 10/07/2019                              | 3.10%            | Maturity              | 10/07/2019         | 500,000                          | 1.75%                               | \$4,700.82                                     |
| Bendigo and Adelaide Bank                                             | 11/07/2018                              | 3.00%            | Maturity              | 11/07/2018         | 500,000                          | 1.75%                               | \$4,549.18                                     |
| National Australia Bank                                               | 15/02/2017                              | 2.90%            | Maturity              | 15/02/2017         | 500,000                          | 1.75%                               | \$4,080.60                                     |
| Bank of Queensland                                                    | 25/01/2017                              | 2.90%            | Maturity              | 25/01/2017         | 1,000,000                        | 3.49%                               | \$8,161.20                                     |
| Bank of Queensland                                                    | 25/01/2017                              | 2.85%            | Maturity              | 25/01/2017         | 500,000                          | 1.75%                               | \$3,737.70                                     |
| AMP                                                                   | 1/02/2017                               | 2.85%            | Maturity              | 1/02/2017          | 1,000,000                        | 3.49%                               | \$6,930.33                                     |
| Bank of Queensland                                                    | 1/02/2017                               | 2.75%            | Maturity              | 1/02/2017          | 1,000,000                        | 3.49%                               | \$6,687.16                                     |
| AMP                                                                   | 8/03/2017                               | 2.95%            | Maturity              | 8/03/2017          | 500,000                          | 1.75%                               | \$3,304.64                                     |
| Bank of Queensland                                                    | 15/02/2017                              | 2.80%            | Maturity              | 15/02/2017         | 500,000                          | 1.75%                               | \$2,868.85                                     |
| Newcastle Permanent Building Society                                  | 21/08/2019                              | 3.00%            | Maturity              | 17/11/2016         | 500,000                          | 1.75%                               | \$3,073.77                                     |
| Newcastle Permanent Building Society                                  | 15/08/2018                              | 2.90%            | Maturity              | 17/11/2016         | 500,000                          | 1.75%                               | \$2,971.31                                     |
| Bank of Queensland                                                    | 22/02/2017                              | 2.80%            | Maturity              | 22/02/2017         | 1,000,000                        | 3.49%                               | \$5,661.20                                     |
| AMP                                                                   | 22/03/2017                              | 2.95%            | Maturity              | 22/03/2017         | 1,000,000                        | 3.49%                               | \$5,964.48                                     |
| Westpac                                                               | 24/08/2017                              | 3.00%            | Maturity              | 24/08/2017         | 1,000,000                        | 3.49%                               | \$5,573.77                                     |
| IMB                                                                   | 8/02/2017                               | 2.60%            | Maturity              | 8/02/2017          | 500,000                          | 1.75%                               | \$1,918.03                                     |
| Bankwest                                                              | 4/01/2017                               | 2.55%            | Maturity              | 4/01/2017          | 1,000,000                        | 3.49%                               | -\$139.34                                      |
| ING                                                                   | 14/09/2021                              | 3.12%            | Maturity              | 14/09/2021         | 500,000                          | 1.75%                               | \$2,003.28                                     |
| Suncorp                                                               | 8/02/2017                               | 2.50%            | Maturity              | 8/02/2017          | 500,000                          | 1.75%                               | \$1,127.05                                     |
| Commonwealth Bank                                                     | 2/11/2016                               | 2.15%            | Maturity              | 2/11/2016          | 1,000,000                        | 3.49%                               | \$1,938.52                                     |
| National Australia Bank                                               | 21/12/2016                              | 2.63%            | Maturity              | 21/12/2016         | 1,000,000                        | 3.49%                               | \$2,299.45                                     |
| National Australia Bank                                               | 7/06/2017                               | 2.80%            | Maturity              | 7/06/2017          | 500,000                          | 1.75%                               | \$994.54                                       |
| Commonwealth Bank                                                     | 15/02/2017                              | 2.59%            | Maturity              | 15/02/2017         | 1,000,000                        | 3.49%                               | \$1,839.89                                     |
| National Australia Bank                                               | 17/05/2017                              | 2.71%            | Maturity              | 17/05/2017         | 1,000,000                        | 3.49%                               | \$1,406.83                                     |
| My State Bank                                                         | 26/04/2017                              | 2.75%            | Maturity              | 26/04/2017         | 500,000                          | 1.75%                               | \$150.27                                       |
| Auswide Bank                                                          | 26/07/2017                              | 2.75%            | Maturity              | 26/07/2017         | 500,000                          | 1.75%                               | \$150.27                                       |
| <b>Total Term Deposits</b>                                            |                                         |                  |                       |                    | <b>23,500,000</b>                | <b>82.11%</b>                       | <b>\$156,640.16</b>                            |
| <u>Floating Rate Deposits</u>                                         |                                         |                  |                       |                    |                                  |                                     |                                                |
| IMB                                                                   | 24/01/2018                              | 2.56%            | Maturity              | 27/01/2017         | 500,000                          | 1.75%                               | \$3,182.51                                     |
| IMB                                                                   | 14/02/2018                              | 2.56%            | Maturity              | 17/11/2016         | 500,000                          | 1.75%                               | \$5,840.44                                     |
| ING                                                                   | 1/03/2017                               | 2.76%            | Maturity              | 1/12/2016          | 1,000,000                        | 3.49%                               | \$4,524.59                                     |
| Commonwealth Bank                                                     | 20/04/2021                              | 2.98%            | Maturity              | 20/01/2017         | 500,000                          | 1.75%                               | \$4,193.17                                     |
| Commonwealth Bank                                                     | 23/08/2021                              | 3.21%            | Maturity              | 24/11/2016         | 500,000                          | 1.75%                               | \$2,981.97                                     |
| Commonwealth Bank                                                     | 31/08/2021                              | 4.10%            | Maturity              | 30/11/2016         | 500,000                          | 1.75%                               | \$3,416.67                                     |
| <b>Total Floating Rate Deposits</b>                                   |                                         |                  |                       |                    | <b>3,500,000</b>                 | <b>12.23%</b>                       | <b>\$24,139.34</b>                             |
| <b>Total Cash and Investments</b>                                     |                                         |                  |                       |                    | <b>28,619,282</b>                | <b>100.00%</b>                      | <b>\$180,779.51</b>                            |

**Governance issues:**

Nil

**Environmental issues:**

Nil

**Stakeholders:**

Walgett Shire Council  
Residents of Walgett Shire Council  
Financial Institutions

**Financial Implications:**

As per report

| Percentage invested in each institution as at 31 October 2016 |                               |                           |
|---------------------------------------------------------------|-------------------------------|---------------------------|
| <i><u>Institution Name</u></i>                                | <i><u>% of Money held</u></i> | <i><u>Amount Held</u></i> |
| Commonwealth Bank                                             | 17.89%                        | \$5,119,281.83            |
| Members Equity Bank                                           | 1.75%                         | \$500,000.00              |
| Bank of Queensland                                            | 22.71%                        | \$6,500,000.00            |
| National Australia Bank                                       | 12.23%                        | \$3,500,000.00            |
| Newcastle Permanent Building Society                          | 3.49%                         | \$1,000,000.00            |
| Bankwest                                                      | 5.24%                         | \$1,500,000.00            |
| Suncorp                                                       | 3.49%                         | \$1,000,000.00            |
| Australian Military Bank                                      | 3.49%                         | \$1,000,000.00            |
| AMP                                                           | 8.74%                         | \$2,500,000.00            |
| Bendigo & Adelaide Bank                                       | 3.49%                         | \$1,000,000.00            |
| My State Bank                                                 | 1.75%                         | \$500,000.00              |
| Auswide Bank                                                  | 1.75%                         | \$500,000.00              |
| Westpac                                                       | 3.49%                         | \$1,000,000.00            |
| IMB                                                           | 5.24%                         | \$1,500,000.00            |
| ING                                                           | 5.24%                         | \$1,500,000.00            |
|                                                               | 100%                          | \$28,619,281.83           |

**Alternative Solutions/Options:**

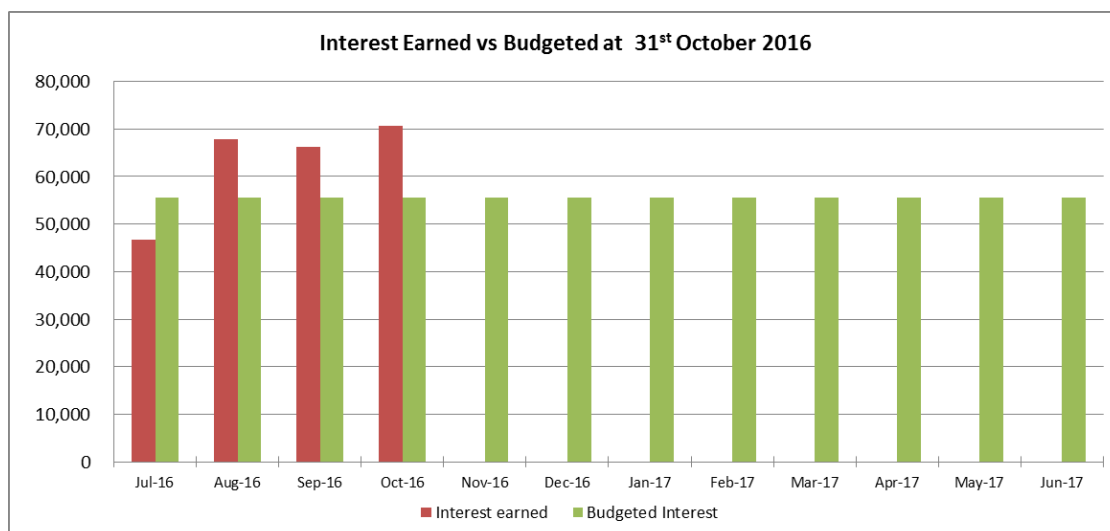
Nil

**Conclusion:**

As at 31 October 2016 Walgett Shire Council's total available cash and invested funds totalled \$28,632,737, an increase of \$209,371 from 30 September 2016. This net increase in the portfolio is partly due to the receipt of grants funds.

Financial markets report inflation remains very low at 1.5% and the RBA has kept the cash rate unchanged at 1.5%. Government bonds have risen slightly.

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.



**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 October 2016.

M J Urquhart

**Chief Financial Officer – Responsible Accounting Officer**

**Cash and Investment Report as at 31 October 2016**

**Recommendation:**

That the Investment report as at 31 October 2016 be received and noted.

**Moved:**

**Seconded:**

## 12.2.2 MONTHLY OUTSTANDING RATES REPORT – SEPTEMBER 2016

**REPORTING SECTION:** Finance Department  
**AUTHOR:** Kevin Dunshea (Rates Clerk)  
**FILE NUMBER:** 12/183

---

### **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 11.57%. This improved in 2014 to 7.61% and again in 2015 to 7.35%, however, in 2016 the unrecovered balance increased to 9.58%, a consequence of reduced debt recovery, due to vacancies in the rating area.

### **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 31<sup>st</sup> October 2016 is 46.59%, compared to 47.73% for the same time last year, a reduction of 1.14%. This is an improvement on the previous month collection data. Debt recovery will be ramped up in the coming months, with reminder letters being issued to those ratepayers with outstanding rates and charges.

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

Outstanding Rates Report as at 31<sup>st</sup> October 2016

### **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 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.

| <b>Monthly Outstanding Rates Report – October 2016</b>                                                                                             |
|----------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <p>The October 2016 outstanding rates report be received and noted.</p> <p><b>Moved:</b></p> <p><b>Seconded:</b></p> |

**Attachments:**

Monthly Report - Outstanding Rates Report as at 31<sup>st</sup> October 2016

### **12.2.3 COLLARENEBRI LIONS CLUB PARK (R230021) RESERVE TRUST**

**REPORTING SECTION:** Corporate Services  
**AUTHOR:** Lorraine Riggs –Administrative Services Officer  
**FILE NUMBER:** 12/14-02

---

**Summary:**

This report is a request to Council to waive the ongoing \$150 annual Temporary Licence fee for use of Collarenebri Lions Club Park. This report recommends that the licence fee be waived to the Collarenebri Lions Club for the use of the Reserve.

**Background:**

Walgett Shire Council is the Trust Manager for Crown Reserve (R230021) containing the Collarenebri Lions Club Park. As the Reserve Trust Manager, Council is required to enter into a licence with the Collarenebri Lions Club to authorise their use of the Reserve.

**Current Position:**

The Collarenebri Lions Club have requested the annual Temporary Licence fee be waived for their use for the coming 12 month period (4/12/16-4/12/17) and all subsequent years due to their continued efforts towards upkeep and maintenance of the Reserve on Councils' behalf.

**Relevant Reference Documents/Policies:**

Local Government Act 1993  
Local Government General Regulation  
Land and Property Management Authority Trust Handbook

**Governance issues:**

As Reserve Trustee the Council must ensure that third party use is authorised in accordance with the Crown Lands legislation.

**Environmental issues:**

The Lands Department has no issues with the intended use of the site by the Collarenebri Lions Club and accordingly would have considered any environmental factors.

**Stakeholders:**

Walgett Shire Council  
Collarenebri Community and surrounding district communities  
Department of Land and Property Management (LPMA)  
Collarenebri Lions Club

**Financial Implications:**

Nil Temporary licence fee received.

**Alternative Solutions/Options:**

1. That Council not issue a licence and the Collarenebri Lions Club not have access to the Reserve.
2. Advise Collarenebri Lions Club of applying for funding through the Community Assistance Scheme for future funding requests.

**Conclusion:**

This report provides details relating to the issue of waiving the Temporary Licence fee for the coming 12 month period (4/12/16-4/12/17) and all subsequent years to the Lions Club for access to the Reserve (R230021). The report provides further details in relation to the nil fees for the license.

**Waive Temporary Licence Fee – Collarenebri Lions Club Park**

**Recommendation:**

1. That report be received and noted in regards to the Temporary Licence fee (\$150) for Collarenebri Lions Club Park (R230021), payable by Collarenebri Lions Club be waived for the coming 12 month period (4/12/16 - 4/12/17) and the cost be charged to Councils Section 356 Community Assistance budget allocation.
2. That Council approves the recommendation and Collarenebri Lions Club is advised in writing of the outcome.

**Moved:**

**Seconded:**

**Attachments:**

Letter received 8<sup>th</sup> November 2016 from The Collarenebri Lions Club Inc.



8th November 2016

Walgett Shire Council.

The Collarenebri Lions Club is a charitable organisation and request the Walgett Shire Council to kindly wave the Temporary Licence Fee for the Collarenebri Lions Club to use the Collarenebri Lions Park (R230021) for our Carols by Candlelight and other functions .

Collarenebri Lions Club has an interest in the Lion's Park and in the past our club has been active in the maintenance of the tables, plus the local area map of sites for tourist to review.

Yours Sincerely

A handwritten signature in cursive script, appearing to read "John Randall".

Secretary

## 12.2.4 FIRST QUARTER OPERATIONAL PLAN 16/17

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

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**Summary:**

This report provides Council with the status of the First Quarter Operational Plan Targets for 2016/2017.

**Background:**

Section 405 of the Local Government Act 1993 requires Council to adopt an Operational Plan. This report comments on the status of the Operational Plan as at 30<sup>th</sup> September 2016 and the extent to which the performance targets have been achieved.

**Current Position:**

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

At this time a majority of the performance targets are generally incomplete while a number of projects that are on-going or in progress are expected to be completed at the 30<sup>th</sup> June 2017.

**Governance issues:**

Nil

**Environmental issues:**

N/A

**Stakeholders:**

Walgett Shire Council

**Financial Implications:**

Nil

**Alternative Solutions/Options:**

N/A

**Conclusion:**

Council should note the progress made during the first quarter of the Operational Plan 2016/2017.

| Third Quarter Operational Plan 2016/2017                                                                                                                                                                                    |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <p>That the content of the report be noted and accept the progress made on the 2016/2017 Operational Plan as at 30<sup>th</sup> September 2016.</p> <p><b>Moved:</b><br/><b>Seconded:</b></p> |

**Attachments:**

First Quarter Operational Plan Status Report. Refer to attachment document.

## 12.2.5 GOVERNMENT INFORMATION PUBLIC ACCESS – ANNUAL REPORT 15/16

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

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**Summary:**

This report is provided to Council for adoption of its annual GIPA return.

**Background:**

On the 1<sup>st</sup> July 2010 the Government Information (Public Access) Act 2009 (GIPA Act) came into effect.

**Current Position:**

Council is required to prepare an annual report in accordance with the requirements of section 125 of the GIPA Act and clause 7 of the GIPA Regulation. The annual report is also required to include statistical information on formal access applications in the form required by Schedule 2 of the GIPA Regulation.

Upon adoption of the attached annual report Council shall forward a Web link to the Information Commissioner.

**Governance issues:**

Nil

**Stakeholders:**

Walgett Shire Council

**Financial Implications:**

Nil

**Alternative Solutions/Options:**

Nil

**Conclusion:**

Council adopt the attached Annual Report.

| Government Information Public Access Act (GIPA)– Annual report 2015-2016                                                                                                                                                                                                                                                                                        |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <ol style="list-style-type: none"><li>1. That Council receive and note GIPA Annual Report for 2015/2016.</li><li>2. Council adopt the attached GIPA Annual Report for 2015/2016.</li><li>3. The Information Commissioner be sent a link to Council's 2015/2016 Annual Report.</li></ol> <p><b>Moved:</b><br/><b>Seconded:</b></p> |



**Attachments:**

GIPA Annual Report for 2015/2016. Refer to attachment document.

## 12.2.6 PUBLIC INTEREST DISCLOSURE – ANNUAL REPORT 15/16

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

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### Summary:

This report provides Council with information for the adoption of the 2015/2016 Annual Public Interest Disclosure report.

### Background:

In March 2011 amendments were made to the Public Interest Act 1994 and Council is required to report annually on its obligations under the PID Act. This report must be in accordance with the requirements of section 31 of the PID Act and clause 4 of the Public Interest

### Current Position:

Commentary on PID obligations

*Walgett Shire Council has an internal reporting policy that was adopted on the 15<sup>th</sup> July 2010.*

What actions the head of the public authority has taken to ensure his or her staff awareness responsibilities under section 6E (1) (b) of the PID Act have been met.

*The Internal reporting Policy was available on Council's website.*

*PID newsletter issued to Council staff.*

*Copy of the Internal Reporting Policy provided to new staff at time of induction.*

Statistical information on PIDs (clause 4(a)-(c)-PID Regulations)

|                                                     | Made by public officials performing their day to day functions | Under a statutory or other legal obligation | All other PIDs |
|-----------------------------------------------------|----------------------------------------------------------------|---------------------------------------------|----------------|
| Number of public officials who made PIDs directly   | 0                                                              | 0                                           | 0              |
| Number of PIDs received                             | 0                                                              | 0                                           | 0              |
| Of PIDs received, number primarily about:           |                                                                |                                             |                |
| • Corrupt conduct                                   | 0                                                              | 0                                           | 0              |
| • Maladministration                                 | 0                                                              | 0                                           | 0              |
| • Serious and substantial waste                     | 0                                                              | 0                                           | 0              |
| • Government information contravention              | 0                                                              | 0                                           | 0              |
| • Local government pecuniary interest contravention | 0                                                              | 0                                           | 0              |
| Number of PIDs finalised                            | 0                                                              |                                             |                |

### Governance issues:

Nil

### Environmental issues:

Nil

**Stakeholders:**

Walgett Shire Council

**Financial Implications:**

Nil

**Alternative Solutions/Options:**

Nil

**Conclusion:**

The 2015/2016 Public Interest Disclosures Annual Report as detailed above is tabled for adoption.

| <b>Public Interest Disclosure – Annual Report 2015/2016</b>                                                                                                                                                                                                                    |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <ol style="list-style-type: none"><li>1. That the Chief Financial Officers report be received and noted.</li><li>2. Council adopt the 2015/2016 Public Interest Disclosures Annual Report</li></ol> <p><b>Moved:</b></p> <p><b>Seconded:</b></p> |

## 12.2.7 WALGETT SHIRE COUNCIL – ANNUAL REPORT 2015/2016

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

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**Summary:**

This report is provided to Council for adoption of its 2015/2016 annual report.

**Background:**

Council has a statutory obligation to prepare and table its annual report.

**Current Position:**

In accordance with Section 426 of the Local Government Act 1993, Council must within five (5) months after the end of year, prepare an annual report. The annual report must contain a copy of Council's audited financial reports and any such other information as required under the Act or Regulations.

**Governance issues:**

Council has prepared its 2015/2016 annual report, meeting its statutory obligations.

**Environmental issues:**

Nil

**Stakeholders:**

Walgett Shire Council

**Financial Implications:**

Nil

**Alternative Solutions/Options:**

Nil

**Conclusion:**

The Walgett Shire Council Annual report for 2015/2016 is tabled for Council's information.

| Walgett Shire Council - Annual Report 2015/2016                                                                                                                                                                                                                                               |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <ol style="list-style-type: none"><li>1. That the Chief Financial Officers report be received and noted.</li><li>2. The NSW Office of Local Government be sent a link to Council's 2015/2016 Annual Report.</li></ol> <p><b>Moved:</b><br/><b>Seconded:</b></p> |



**Attachments:**

Walgett Shire Council Annual report 2015/2016.

## 12.2.8 2015-2016 AUDITED FINANCIAL STATEMENTS AND AUDIT REPORT

**REPORTING SECTION:** Corporate Services  
**AUTHOR:** Mike Urquhart – Chief financial Officer  
**FILE NUMBER:** 10/178

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### Summary:

This report is to recommend that Council formally receives the Audited Financial Reports together with the Auditor's Reports for the period 1 July 2015 to 30 June 2016.

### Background:

Council in accordance with Section 419 (1) of the Local Government Act 1993 must present its audited financial accounts together with the auditor's report at a meeting of Council.

### Current Position:

Council's Auditor Mr Jeff Shanks of Luka Group will be attending the meeting. Copies of Council's Audited Financial Reports and Auditor's Report are provided under separate cover.

### NET OPERATING RESULT

For the year ended 30<sup>th</sup> June 2016 Council's consolidated activities (including Water and Sewer Services) has recorded a net operating surplus of \$4,383,000 after capital grants and contributions. The original budget forecast was an operating surplus of \$5,131,000.

Individual fund results for the year are as follows:

- General Fund \$3,804,000 surplus
- Water Services Fund \$548,000 surplus
- Sewer Services Fund \$486,000 surplus

### WORKING CAPITAL

The "Working Capital" approach is yet another financial indicator that identifies Council's liquidity or capacity to fund the day to day general purpose operations and delivery of services to the community in the short to medium term. For the year ended 30<sup>th</sup> June 2016 Council's general purpose operations has recorded a working capital surplus of \$1,472,000 which further improves the accumulation account having a year-end balance of \$3,725,000.

At years end the General Fund "working capital" consisted of unrestricted cash, inventories (stores & gravel), net sundry debtors and prepayments.

|                        |                    |
|------------------------|--------------------|
| Stores & Gravel        | \$837,000          |
| Unrestricted Cash      | \$1,622,000        |
| Net debtors/Prepayment | \$1,266,000        |
| <b>Total</b>           | <b>\$3,725,000</b> |

### CASH AND INVESTMENTS

Council's overall cash position has improved throughout the year with an increase of \$5,132,000 and a year-end closing balance of \$26,166,000. The cash and investments are held for the following purposes.

### External Restrictions

|                           |           |
|---------------------------|-----------|
| Unexpended loan funds     | 1,331,000 |
| Domestic Waste Management | 2,125,000 |
| Unexpended Grants         | 4,210,000 |
| Water Services            | 2,445,000 |
| Sewer Services            | 5,372,000 |

**Sub Total \$15,483,000**

### Internal Restrictions

|                                 |           |
|---------------------------------|-----------|
| Long-term and Rollover Reserves | 7,892,000 |
| Unrestricted Cash               | 2,791,000 |

**Total \$26,166,000**

## RESERVES

Good financial management includes a good understanding of the importance of cash reserves. Council has been very prudent over the years in setting aside funds (cash backed reserves) for future requirements such as unplanned events, emergency equipment/building repairs, contract contingencies, plant replacement, gravel pit rehabilitation, employees leave entitlements, rollover projects, economic development opportunities, housing and asset renewal programs. As at the 30<sup>th</sup> June 2016 Council had \$7,892,000 in cash backed internal reserves (see attached reserve listing).

This is an excellent financial position and it must be remembered, the cash reserves contribute to Councils robust liquidity situation ratio of 5.85X.

## Local Government Industry Financial Performance Indicators – Consolidated

### 1. Operating Performance Ratio

This ratio measures Council's achievement of containing operating expenditure within operating revenue.

Benchmark > =0.00%. **Council result 8.73%.**

This is a good outcome for 2015/2016 in light of the increased depreciation expense, a result of the revaluation of roads and water supply infrastructure, the previous year.

### 2. Own Source Operating revenue Ratio

This ratio measures fiscal flexibility. It is the degree of reliance on external funding sources such as operating grants and contributions.

Benchmark >= 60.00%. **Council result 55.27%.**

Despite not meeting the benchmark this is a good result. Council's success in acquiring in particular capital grants adversely impacts upon this performance ratio. However, Council will endeavour to improve the ratio in future years with its annual review of its revenue policy.

### 3. Unrestricted Current Ratio

This ratio assesses the adequacy of working capital and its ability to satisfy obligations in the short term for the unrestricted activities of Council.

Benchmark > = 1.5. **Council result 5.85.**

Council's liquidity situation continues to improve with unrestricted cash of \$10,683,000 (includes internal restrictions), or \$5.80 for every \$1.00 of liability. This is a very robust position showing the organisations ability to meet commitments in the short term.

### 4. Debt Service Cover Ratio

This ratio measures the availability of operating cash to service debt including interest, principal and lease payments.

Benchmark >= 2.00. **Council result 12.26.**

**5. Rate, Annual Charges, Interest & Extra Charges Outstanding Percentage**

This ratio assesses the impact of uncollected rate and annual charges on Council's liquidity and the adequacy of recovery efforts.

Benchmark 10.00%. Council result 9.58%.

This ratio, whilst under the industry benchmark shows a rise in outstanding rates and charges, a result of an increasing number of ratepayers inability to finalise rate commitments in 15/16. This trend is a consequence of drought conditions across the shire. A new debt recovery program to commence in 16/17.

**6. Cash Expense Cover Ratio**

This ratio measures the number of months a Council can continue paying for its immediate expenses without additional cash inflow.

Benchmark  $\geq 3.00$ . Council result 13.51 months.

A continuing sound position showing Council can continue paying its immediate expenses for 13.51 months.

Council is in a very sound financial position having met five of the six performance indicators in 2015-2016. The "Own Source Operating Revenue Ratio" can be particularly difficult to achieve when the allocation and timing of grant and contribution receipts is out of Council's control. Most medium sized rural Council's that rely upon grants and contributions for roadworks and a growing number of community service activities, find it challenging to successfully meet and maintain this KPI.

The Office of Local Government is also placing particular emphasis upon asset maintenance and Council's capacity to address infrastructure maintenance and the backlog of infrastructure renewal. General fund has by far the largest asset base of all funds with roads making up 63.89% of Council's total carrying value of all asset categories.

Walgett Shire Council's performance for 2015-2016 is as follows:

**7. Building, Infrastructure & Other Structures Renewals Ratio**

This ratio assesses the rate at which assets are being renewed relative to the rate at which they are depreciating.

Benchmark  $\geq 100.00\%$ . Council result 78.90%.

Increased depreciation rates for 15/16 coupled with a reduced capital works program because of prolonged drought conditions has prevented Council from meeting the benchmark ratio.

**8. Infrastructure Backlog Ratio**

This ratio shows what proportion the backlog is against the total value of a Council's infrastructure.

Benchmark  $< 0.02\%$ . Council result 11.88%.

Council continues to reduce its backlog, however, the reduced capital works program has prevented further reduction this financial year.

**9. Asset Maintenance Ratio**

Compares actual maintenance to the required annual asset maintenance. A ratio above 1.0 indicates Council is investing sufficient funds to stop the infrastructure Backlog growing.

Benchmark  $> 1.00$ . Council result 0.82%.

Prolonged drought conditions in 15/16 has prevented Council from completing its forecast maintenance works program.

In 2015-2016 Council has not met any of the three performance indicators. This position will improve in 16/17 with increased budgeted renewal works and rollover programs scheduled for completion.

**Conclusion:**

Council's General Purpose working capital position has improved with the accumulation account at a healthy \$3,725,000. The level of working capital when considered in conjunction with the long term internal reserves (\$7,892,000) is a very sound financial position.

Having a healthy financial situation is a great platform for Council to launch its next delivery program, knowing it has the capacity to address some of the building and infrastructure issues that will in turn, reduce the "Infrastructure Backlog" and increase the "Infrastructure Renewals ratio.

**Relevant Reference Documents/Policies:**

Local Government Act (1993)

Financial Reports and Auditors Report to 30 June 2016

**Governance issues:**

Presentation to Council of the Annual Financial Statements is a key governance requirement and forms part of Council's reporting to the community.

**Environmental issues:**

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

**Stakeholders:**

Office of Local Government

Luka Group

Walgett Shire Council

**Financial Implications:**

The Financial implications for Council are detailed in the auditor's report and the supporting ratios.

**Alternative Solutions/Options:**

There are no alternative solutions/options.

|                                                                                                                                                                                                                      |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>2015-2016 Audited Financial Statements and Audit Report</b>                                                                                                                                                       |
| <p><b>Recommendation:</b></p> <p>That Council receive the Audited Financial Reports together with the Auditor's Reports for the period 1 July 2015 to 30 June 2016.</p> <p><b>Moved:</b></p> <p><b>Seconded:</b></p> |

**Attachments:**

Audited Financial Statements for year ended 30 June 2016 (Four (4) Primary Statements).

Audit Report for General Purpose and Special Purpose Financial Statements, as provided by Councils Auditor Luka Group.

## 12.2.9 QUARTERLY BUDGET REVIEW STATEMENT – SEPTEMBER 2016

**REPORTING SECTION:** Corporate Services  
**AUTHOR:** Shirley Burraston – Management Accountant  
**FILE NUMBER:** 00/00/00

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### Summary:

The Chief Financial Officer (CFO) reports to Council on the status of the September 2016 Quarterly Budget Review (QBR) Statement. The report outlines the first quarter operations against the adopted 2016-2017 budget estimates, with income and expenditure variations made because of actual differences or known trends.

### Background:

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

### Current Position:

The current position is detailed in the attached Quarter 1 (period ending 30<sup>th</sup> September 2016) Quarterly Budget Review Statement report.

Generally the majority of income and expenditure estimates for 2016/17 are on track, however there is a number of major variations brought to account in the attached report because of current expenditure trends or the availability of known actual figures.

Council's General Fund operations after capital expenditure has recorded a quarterly cash surplus result of \$82,000, with a forecast end of year surplus result of \$141,278.

The major variations for the Sept 2016 quarter are as follows:

| Ledger                                                           | Description                                                                           | Reason                                                                                                                                                                                   | Positive Variation | Negative Variation |
|------------------------------------------------------------------|---------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|--------------------|
| Various                                                          | Changes to reporting of rates on Council properties to align with reporting standards | Rates on Council properties must be offset against income under financial reporting standards                                                                                            | 230,385            | 255,819            |
| Various                                                          | Depreciation                                                                          | Depreciation expense adjusted to reflect 2016 actuals non-cash expense no impact on cash reserves                                                                                        |                    | 2,175,386          |
| Various<br>11.03823.1971                                         | Asset management software upgrade                                                     | Replacement of Council's current asset management software which is no longer sufficient to cover Council's reporting requirements, funded from other funds and Asset Management Reserve | 89,940             | 89,940             |
| 11.03561.1586                                                    | Community Safety Plan and Transfer from reserve                                       | Council approval sought to transfer monies from reserve to fund the Community Safety Plan Strategy                                                                                       | 20,000             | 20,000             |
| 11.00162.9810<br>11.00162.9811<br>11.01606.1580<br>11.01606.1581 | Main Street Programs                                                                  | Adjustments to align with funding available from reserves                                                                                                                                | 21,246<br>26,242   | 26,242             |

**WALGETT SHIRE COUNCIL AGENDA –22 NOVEMBER 2016 – ORDINARY COUNCIL MEETING**

|                                                 |                                                              |                                                                                                                                                                       |                    |                    |
|-------------------------------------------------|--------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|--------------------|
|                                                 |                                                              |                                                                                                                                                                       |                    | 21,246             |
| 11.04964.6301                                   | Standard Allowances on payroll                               | Standard allowances distributed by on-costing                                                                                                                         |                    | 60,000             |
| 11.00018.0401<br>11.00221.0402                  | FAG Grant                                                    | Advised increase in income for 2016/2017 for general and roads component                                                                                              | 29,104             |                    |
| 11.00020.0194                                   | CDO Dividend                                                 | Dividend received as part of the CDO disposal process                                                                                                                 | 224,478            |                    |
| 11.00019.0427<br>11.03823.1971                  | Initiative Grant<br>LG Solutions Financial Reporting package | Receipt of Initiative Grant not in original budget                                                                                                                    | 37,250             | 37,250             |
| 11.03805.2097                                   | General Legal Expenses                                       | Matters requiring legal investigation                                                                                                                                 |                    | 22,000             |
| 11.03816.1210                                   | Finance Staff – Salaries & Wages                             | Employment of Rates Officer partially offset by reduced need for contracted employees                                                                                 | 8,320              | 71,103             |
| 11.03402.2326<br>11.03402.4002                  | Interest on loans                                            | Interest on housing loan budget overstated after loan was refinanced                                                                                                  | 62,863             | 7,700              |
| 11.03816.1516                                   | Profit/Loss on Investments                                   | Redundant allowance as Council's investments should not have a loss in the current financial climate                                                                  | 19,974             |                    |
| 11.03461.1210                                   | Community Services                                           | Salaries and wages on-costing not in original budget                                                                                                                  |                    | 30,000             |
| Various                                         | Community Services                                           | Unspent Grants from 2015/2016 entered to be expensed in 2016/2017 with offsetting transfer from Reserves                                                              | 38,751             | 38,751             |
| Various<br>11.01010.3872                        | Tourism – Lightning Ridge and Walgett                        | Sales of products increased by Council's operation of Lightning Ridge Information Centre offset by increased operational costs also see savings in S356 contributions | 123,000<br>132,210 | 225,800            |
| 11.00019.9807                                   | Admin Building Air conditioning                              | Carry over of 2015/2016 budget                                                                                                                                        | 104,276            | 104,276            |
| 11.00461.9801<br>11.03403.4035                  | Properties Capital Acquisition                               | Purchase of property 45 Fox Street Walgett offset by transfer from Economic Development reserve                                                                       | 73,465             | 73,465             |
| 11.00461.0436<br>11.03561.1586                  | Community Safety Grant                                       | Grant for the installation of CCTV cameras within the Shire                                                                                                           | 137,324            | 137,324            |
| 11.03823.2336                                   | Computer Equipment Replacement                               | Replacement of Thin Client computer system to improve staff efficiency                                                                                                |                    | 28,423             |
| 11.03857.1210                                   | Environmental Staff Salaries & Wages                         | On-costing on wages not included in original budget                                                                                                                   |                    | 120,000            |
| 11.03857.2086<br>11.03857.2087<br>11.03857.2237 | Rural Residential Strategy                                   | Transfer of budgets for completed projects to new project                                                                                                             | 28,416             | 28,416             |
| 11.00434.0427<br>11.03434.2003                  | Demolition Works and offsetting Grant                        | Demolition of burnt housing due to asbestos health issues                                                                                                             | 18,000             | 63,000             |
| 11.00812.0801                                   | Plant Leaseback contributions                                | Revenue increased to reflect actual year to date                                                                                                                      | 20,000             |                    |
| 11.03400.1822                                   | Registration and Insurance                                   | Savings achieved on insurances                                                                                                                                        | 43,230             |                    |
| 11.00221.0357<br>11.03334.5550<br>11.03180.2650 | Emergency Flood Damage Grant                                 | Grant received from Roads & Maritime Services                                                                                                                         | 500,000            | 300,000<br>200,000 |
| Various                                         | Roads                                                        | Priorities changed by current climatic conditions                                                                                                                     | 45,000             | 45,000             |
| 11.00275.00551                                  | Private Works                                                | Income and expenditure                                                                                                                                                | 120,000            | 100,000            |

|                                |                         |                                                                                                                   |         |         |
|--------------------------------|-------------------------|-------------------------------------------------------------------------------------------------------------------|---------|---------|
| 11.02815.1903                  |                         | increased to reflect actuals to date                                                                              |         |         |
| 11.00275.9801<br>11.03561.1449 | Aboriginal Safety Grant | Carry over work from 2015/2016 budget not completed in that financial year offset by transfer from reserve        | 54,789  | 54,789  |
| 19.04826.4047                  | Grawin Bore             | Transfer of expenditure from Water to General Fund and inclusion of grant received achieving a net savings result | 50,000  | 25,000  |
| Various                        | Aerodrome capital works | Income and expenditure adjusted to reflect current proposed capital works                                         |         | 134,337 |
| Various                        | Salaries and wages      | Original budget did not allow for on-costing on internal staff salaries and wages                                 | 292,198 | 292,198 |

**Domestic Waste Services** has recorded a deficit adjustment variation with \$23,382 to be transferred from the reserve account for year-end accounting purposes mainly due to the offset of Council properties rating against the income.

**Water funds** adjustments include:

- Walgett
  - Offset of Council property rating against the income - deficit \$72,413
  - Increased depreciation to reflect actual - deficit \$25,000
  - Contribution for water services assets to asset management software – deficit \$9,027
  - Walgett Mains – Under bore Fox St road crossing – deficit \$35,000
  - NOW Aboriginal Communities Water Upgrade – retention on Gingi project offset by reserve - \$NIL
  - Emergency Water Supply Drought Funding continued works offset by additional funding - \$NIL
- Lightning Ridge
  - Offset of Council property rating against the income - deficit \$6,828
  - Increased depreciation to reflect actual - deficit \$3,000
  - Water meter reading issues in Lightning Ridge requiring additional work – deficit \$3,000
- Collarenebri
  - Offset of Council property rating against the income - deficit \$19,297
  - Increased depreciation to reflect actual - deficit \$62,000
  - Treatment Plant Upgrade completion, retention and chlorine shed offset by reserves - \$NIL
  - Water System Asset Replacement requiring revote from 2015/2016 budget – deficit \$50,000
- Carinda
  - Offset of Council property rating against the income - deficit \$2,244
  - Water System Asset Replacement requiring revote from 2015/2016 budget – deficit \$162,380

### **Sewer Services**

The combined Sewer Services Fund variations are small in number with a revised year end transfer to reserve of \$254,801. The deficit for the September review is due mainly to the offset of Council property rating against the income and the review of the depreciation expense predicted for they financial year.

**Relevant Reference Documents/Policies:**

Local Government (General) Regulation 2005  
Integrated Planning and Reporting Framework  
Quarterly Budget Review Statement December 2015

**Governance issues:**

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

**Financial Implications:**

The Quarterly Budget Review details Councils current financial projections for the 2015/16 fiscal year as at the quarter ending 30th September 2016.

**Alternative Solutions/Options:**

Not Applicable

**Conclusion:**

The QBRS as at 30<sup>th</sup> September 2016 provides council with information relating to the status of the budget after three (3) months of operation. The movement of rollover grants and their related expenditure and the requests for revotes of 2015/2016 budgeted capital works this financial year has impacted upon the result, with a revised general fund cash surplus of \$141,278.

| Quarterly budget review statement 2015/2016                                                                                                                                                       |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <p>That Council adopt the attached Quarterly Budget Review Statement for 30<sup>th</sup> September 2016 as tabled.</p> <p><b>Moved:</b></p> <p><b>Seconded:</b></p> |

**Attachments:**

Quarterly Budget Review Statement. (Refer to Attachment Document)

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

**REPORTING SECTION:** Corporate  
**AUTHOR:** Michael Urquhart – Chief Financial Officer  
**FILE NUMBER:** 00/00/0

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### 1. Spider Brown Oval Facilities

Town Planner is preparing a “Master Plan” for the complex and has submitted a grant application for the construction of a ‘Multi-Purpose’ facility. In the meantime the Chief Financial Officer (CFO) has met with Cr Taylor and inspected the existing bar and kitchen amenities at the oval which are used by most sporting organisations for the cooking of food and sale of beverages. The amenities present poorly with little or no decent equipment and no hot water.

The following is a list of improvements that would make the amenities compliant, aesthetically presentable to the general public and more pleasant for kitchen and bar staff.

1. Additional power points.
2. Installation of long shank ceiling fans.
3. Purchase of drinks fridges.
4. Installation of stainless steel sinks.
5. Purchase of stainless steel benches.
6. Installation of small hot water systems.
7. Purchase of gas BBQ.
8. Purchase of drink fridges.
9. Purchase and installation of a cool room.

The estimate of cost for these improvements is in the order of \$25,000. The equipment mentioned above could be transferred to a new facility should Council be successful with its grant application. The CFO is going to contact the sporting organisations using the amenities to establish if they could make a cash or in-kind contribution to the improvements of the kitchen and bar. A further report will be tabled at the December 16 Council meeting.

### 2. Lightning Ridge Bore Baths

Council will issue a scope of works for drainage works and quotations will be called after the Engineer inspects the site. The structural issues of the amenities building can then be assessed.

### 3. Walgett Shire Disability Inclusion Action Plan

Community Development Staff are continuing to consult with community and stakeholders in development of Councils *Disability Inclusion Action Plan (DIAP)*. The DIAP will seek to offer all people with a disability within our Shire, inclusion and access to services, facilities and all aspects of community life. An extensive consultation process is currently being undertaken guided by the formation of Access and Inclusiveness Reference Groups in each larger community and a Council working group. Staff have completed several community consultations across the shire and attended events in the larger communities conducting “in place” surveys with residents. In a bid to gain as much valuable information and consultation from residents as possible, Council has available an on line survey tool, and access on website, to allow for community input. The four focus areas of the *Disability Inclusion Access Plan* are:

- Developing positive community attitudes and behaviours
- Creating Liveable communities
- Supporting access to meaningful employment

- Improving access to services through better systems and processes.

It is expected the *Draft Plan* will be completed in the coming weeks and a full report will be available for Council prior to submission to the *Disability Council NSW*.

#### **4. Temporary Relocation- Youth Centre and Services –Lightning Ridge**

The Lightning Ridge Youth Centre (Ella Nagy Hall) has been placed “off limits” since early September 16 for delivery of after school activities and Vacation Care Programs. Youth Services in Lightning Ridge have been operating from the Library and Sk8 Park area in a bid to continue to offer this much needed service to the young people and families in Lightning Ridge.

Council received correspondence from building owners Barriekneal Housing & Community in relation to their intentions of repairing/making the building operable and have been informed this could take some time. Council staff have investigated several options for relocating services including contacting executive of FACS NSW in regards to usage of the Aboriginal Integrated Child and Family Centre. Following a recent meeting with centre Manager and Council representatives we have been offered a space that is suitable, meets NQF requirements and operations. Council has been offered this space free of charge in the interim and will assess the situation with the Ella Nagy building, service delivery and venues in early 2017.

#### **5. Walgett Youth and Community Team Award**

Capping off an already outstanding year for the youth and community development team and our Youth Council with the (3) three State titles awarded for NSW Local Government Youth Week 2016, Walgett Shire Council has been nominated for Outstanding Service / Project Working with Indigenous Young People.

This Award nomination is conducted by NSW Youth Action who is the peak body for young people and youth services in NSW which represent 1.25 million young people and the services that support them. The award recognises services that go above and beyond to help create a society where all young people can feel supported, valued and engaged. The awards will be staged at Harbour view Room - Australian Museum Sydney on Thursday, 1 December 2016. Council will endeavour to have youth council members and staff present at this prestigious awards ceremony.

#### **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 relation to Spider Brown Oval Facilities, Lightning Ridge Bore Baths , Walgett Shire Disability Inclusion Action Plan, Temporary Relocation- Youth Centre and Services – Lightning Ridge and Walgett Youth and Community Team Award.

**Moved:**

**Seconded:**

## 12.3 DIRECTOR ENVIRONMENTAL SERVICES

### 12.3.1 AMENDMENT OF THE WALGETT LOCAL ENVIRONMENTAL PLAN 2013 (PLANNING PROPOSAL)

|                           |                             |
|---------------------------|-----------------------------|
| <b>REPORTING SECTION:</b> | Environmental Services      |
| <b>AUTHOR:</b>            | Town Planner, Matt Clarkson |
| <b>FILE NUMBER:</b>       | 09/1109                     |

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**Summary:**

Council staff have prepared a Planning Proposal to amend the Walgett Local Environmental Plan 2013. This report recommends that Council resolve to submit the planning proposal to the Department of Planning and Environment for a Gateway determination.

**Background:**

On 31 March 2006 the State Government gazetted the Standard Instrument (Local Environmental Plans) Order 2006. The intention of the Order was to introduce consistency in the format and content for all principal Local Environmental Plans throughout the State. The Order prescribed a standard template that was mandatory for all Councils.

Council prepared a comprehensive Local Environmental Plan based on the Standard Instrument and the Walgett Shire Growth Management Study and Strategy. This plan was gazetted on 5 July 2013.

The LEP applies to development in the whole of the Walgett Shire, and addresses all land uses. It also acknowledges the older 'preserved' opal fields and contains provisions intended to maintain their significance and character.

**Current Position:**

Council staff have prepared a Planning Proposal to make small, significant amendments to the Walgett Local Environmental Plan 2013 (provided as a separate document).

Local Environment Plans (LEPs) start with a planning proposal for a development. Proposals are then assessed by the Department of Planning and Environment. This is called the 'Gateway' process.

The five steps in the process are:

1. The planning proposal - the relevant authority prepares the planning proposal. The relevant authority is usually the local council; however the Minister can appoint the Secretary of the Department of Planning and Environment or a joint regional planning panel to be the relevant planning authority.

2. Gateway - the Minister (or delegate) decides whether the planning proposal can proceed (with or without variation) and subject to other matters including further studies being undertaken, public consultation, public hearings, agency consultation and time frames. A planning proposal does usually not proceed without conditions of this nature. The conditions are then complied with and if necessary, the proposal is changed. A decision on whether the relevant council is able to finalise particular types of LEPs is also determined at this stage.

3. Community consultation - the proposal is publicly exhibited as required by the Minister. A person making a submission may also request a public hearing be held.

4. Assessment - the relevant planning authority reviews public submissions. Parliamentary Counsel then prepares a draft local environmental plan.

5. The making of the LEP - with the Minister's (or delegate's) approval the local environmental plan is published on the NSW legislation website and becomes law.

**Relevant Reference Documents/Policies:**

LEP preparation is regulated by:

- Environmental Planning & Assessment Act 1979.
- Environmental Planning & Assessment Regulation 2000.
- Standard Instrument (Local Environmental Plans) Order 2006.
- Local Government Act 1993.
- Directions for LEP preparation issued by the Minister for Planning (Section 117 directions).

Other relevant documents include:

- Walgett Shire Growth Management Study and Strategy, prepared by Edge Land Planning, dated June 2010.
- Numerous Department of Planning & Environment circulars and guidelines regarding LEP development.

**Governance issues:**

Guiding principles for councils: - Section 8a of the Local Government Act 1993 establishes guiding principles for councils.

Reportable political donations or gifts:- Sub-section 147(5) of the Environmental Planning and Assessment Act 1979 requires parties making submissions regarding the draft LEP to disclose any reportable political donations or gifts made to a Councillor or Council employee within the previous 2 years. If the donation or gift is made after the submission, a disclosure statement must be sent to the relevant consent or approval authority within 7 days after the donation or gift is made.

Conflicts of interest:- Part 2 of the Local Government Act 1993 includes requirements for Councillors and staff to disclose pecuniary and non-pecuniary interests in matters being considered by the Council.

Voting:- Section 375A of the Local Government Act 1993 requires a division to be called when a motion for a planning decision is put at a meeting of the Council, and the names of Councillors voting for and against the motion must be recorded.

**Environmental issues:**

An LEP is an important tool to facilitate particular land uses within appropriate settings, while restricting or prohibiting them in inappropriate settings.

**Stakeholders:**

The public, Walgett Shire Council, Department of Planning & Environment and State government agencies.

**Financial Implications:**

Council is expected to receive some revenue from the sale of lots rezoned to R1 General Residential.

**Alternative Solutions/Options:**

Do nothing:- This would stall the necessary amendment of the LEP. This option has not been recommended because it would be inconsistent with community expectations and Council's responsibilities under the Local Government Act 1993 and the Environmental Planning and Assessment Act 1979.

**Conclusion:**

It is appropriate progress the Planning Proposal to make necessary amendments to the Walgett Local Environmental Plan 2013.

**Amendment of the Walgett Local Environmental Plan 2013 (Planning Proposal)**

**Recommendation:**

That Walgett Shire Council resolve to submit the Planning Proposal (WSC TRIM record 15/115/0001) to the Department of Planning and Environment for a Gateway determination.

**Moved:**

**Seconded:**

**PLANNING DIVISION**

For

Against

Absent

**Attachment:**

Amendment of the Walgett Local Environmental Plan 2013 (Planning Proposal). Refer to attachment document.

### 12.3.2 FIRE DAMAGED DWELLING, 73 PEEL ST, WALGETT (EMERGENCY ORDER- NON- COMPLIANCE)

**REPORTING SECTION:** Environmental Services  
**AUTHOR:** Andrew Wilson – Senior Environmental Health & Building Surveyor  
**FILE NUMBER:** 09/1498

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**Summary:**

This report recommends that Council arrange for the demolition, land remediation, and disconnection of services to a fire damaged dwelling located at 73 Peel Street Walgett. The building poses a significant risk to the public as it appears to contain friable asbestos and has loose roof sheeting.

**Background:**

The burnt out dwelling located on lot B, DP 440817, 73 Peel Street Walgett has prompted several complaints from Council staff and the community, resulting in emergency calls being made to the SES and Fire & Rescue NSW since the initial fire on 31 July 2016. The extent of fire damaged building is shown below, including stages of building decay, which poses a significant risk to the public especially during wind storm events.



Image taken on 1 August 2016



Image taken on 4 October 2016



Image taken on 24 October 2016



Image taken on 7 November 2016

**Current position - event history:**

1. Letter from Jean Tyson, regarding outstanding rates and proposed sale of the property along with a request for Council to take possession of the house and land dated 8 April 2016, received by Council 8 April 2016.
2. Fire occurred on 31 July 2016.
3. Site inspection undertaken on 1 August 2016, by Senior Environmental Health & Building Surveyor & Environmental Health and Building Surveyor. Recommendation that an Emergency Order be given as the fire damaged dwelling was a significant risk to the public.
4. Emergency Order issued by Director of Environmental Services (DES) on 3 August 2016.
5. Council staff received a complaint from a neighbour on 3 August 2016 about sheet iron flying off the roof in a wind storm event occurring at that time, thus resulting in Council making a 000 call to NSW Fire and Rescue after the SES directed that Council ring 000 due to the hazardous site being potentially contaminated with friable asbestos.
6. Returned mail - Emergency Order sent to Mrs. J Tyson Assessment number 5298 - Lot B DP 440817 - 73 Peel Street Walgett
7. Council's solicitors advised that they had attempted unsuccessfully to contact the owner directly and had made contact with a family member. Neither contact produced a positive response.
8. A further site inspection was undertaken on 24 October and that revealed part of the roof structure had collapsed / blown off, the site was overgrown, and the temporary fencing was still in place (Council owned & installed on 5 August).
9. An urgent request for a demolition quotation was requested and sourced from Newbold Bulk by DES (24 - 25 October) (Attachment A).
10. A further site inspection was undertaken on 7 November following a wind storm event over the weekend indicated further roof decay of the dwelling had occurred since 24 October.
11. Council's solicitor has been requested to commence a skip trace to locate the owner.

Given the above history of the event and the demolition order being returned to sender, an emergency quotation was sort by the DES. An inspection on 7 November 2016 by Council's Senior Environmental Health and Building Surveyor, Andrew Wilson, showed that the order had not been complied with.

A review of Council's records indicated that the property is in rates arrears for the amount of \$4,852.39 with the next instalment due at the end of this month, with the last sale being on 11/08/2010 being for \$0 (estate).

If a land owner does not undertake the work required by an order, Section 121ZJ of the Environmental Planning and Assessment Act 1979 provides that Council can undertake the work and issue a compliance cost notice in accordance with Section 121CA of the Act. Noting: "The relevant authority (Council) may recover any unpaid amounts specified in a compliance cost notice as a debt in a court of competent jurisdiction".

**Relevant Reference Documents:**

- Walgett Shire Council Enforcement Policy, as adopted 25 June 2013 (Trim record 09/1409/013).
- The Environmental Planning and Assessment Act 1979, especially Part 6, Division 2A.
- Council records regarding the demolition order (Trim container 09/1498).
- Council record regarding rates (Trim container 09/80).
- Local Government Act 1993, especially Chapter 4, Part 1.

**Consistency:** - It is good practice for Council to be consistent with established policies when making decisions. In rare cases there may be compelling reasons to do otherwise, especially where there are demonstrable public benefits.

**Stakeholders:**

Walgett Shire Council, the land owner, residents of Walgett and Safe Work NSW.

**Environmental issues:**

There is a significant environmental issue identified, being potentially friable asbestos, which shall need to be managed in accordance with Safe Work NSW (Work Cover) guidelines, which shall require an independent accredited asbestos accessor to monitor the remediation works and issue a clearance certificate once the works have been completed.

**Financial Implications:**

It is estimated that it will cost up to about \$40,000 to fund the demolition of the fire damaged building remediation of the land and disconnection of services. There is not an existing budget line item within the Department of Environmental Services to allocate the expenditure against; therefore a budget variation has been allocated within the quarterly budget review by the Chief Financial Officer to fund the demolition. Recovery of the estimated costs from the land owner would be subject to a court of competent jurisdiction judgement.

**Alternative solutions/options:**

**Do nothing:** This option has not been recommended because:

Council has a duty of care to protect the public.

It is appropriate to minimise the risk of spread of friable asbestos into the environment.

**Conclusion:**

It would be appropriate for Council to proceed with the Order Process given the fire damaged building poses a significant risk to the public.

Fire Damaged Dwelling

**Fire Damaged Dwelling, 73 Peel St, Walgett (Emergency Order- Non- Compliance)**

**Recommendation:**

1. Note the order 2 under section 121B of the Environmental Planning and Assessment Act 1979 issued by Walgett Shire Council on 3 August 2016 to the landowners requiring the demolition of the dwelling, remediation of the land and disconnection of services on lot B, DP 440817, at 73 Peel Street, Walgett.
2. Engage Council's Solicitor to review the Emergency Order & Compliance Cost Notice and commence recovery costs associated with the compliance cost notice, in accordance with Section 121CA of the Environmental Planning and Assessment Act 1979.

3. Establish a new budget expenditure line item for \$40,000 titled “Demolition – 73 Peel Street”.
4. Authorise the General Manager to arrange for the demolition of the dwelling, remediation of the land and disconnection of services on lot B, DP 440817, at 73 Peel Street, Walgett by a suitably experienced and insured party.

**Moved:**

**Seconded:**

### **Attachments**

A – E-mail quotation from Newbold bulk

**From:** newbold.bulk@gmail.com  
**Sent:** Tuesday, October 25, 2016 2:15 PM  
**To:** Andrew Wilson  
**Subject:** Re: URGENT - Update on 73 Peel Street Walgett, 8//440817, Ass 5298

Hi Jess, Andrew

Cost of demo would be \$24,600 + gst.

Council to engage RES Dubbo (Hygienist )

Level two Sparkie to remove elec meters (Council).

Water and sewage ( Council).

Water for dust suppression out of Council main on Foot path.

Tip fees (Council).

Newbold to submit all paper work to relevant parties Worksafe etc.

Worksafe have been notified .

If the above are carried out tomorrow work can start on Thursday or

Monday at the latest.

Price of Job involves clean up entire block including shed, antenna all veg  
scrape block and sparrow pick will be done once the site has been cleared as  
there is a needle stick risk.

My brains are training until Thursday so once back on deck they will send  
through on company letter head.

Regards.

Chris Newbold

Newbold Bulk Haulage P/L

Newbold Excavation Demolition Construction P/L

Sent from Windows Mail

### 12.3.3 CBD UPGRADE WORKS – LIGHTNING RIDGE, WALGETT, AND COLLARENEBRI

**REPORTING SECTION:** Environmental Services  
**AUTHOR:** Town Planner, Matt Clarkson  
**FILE NUMBER:** 14/234, 14/235, 14/236

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**Summary:**

Council budgeted \$160,000 in 2014 / 2015 for upgrades to the Walgett, Lightning Ridge, and Collarenebri Central Business Districts. It is recommended that:

- \$160,000 be allocated to paving in the Lightning Ridge CBD, and
- The Walgett balance of \$80,335 be used as required to fully fund removal of heavy gauge wire screens in the CBD and replace them with 'Crim-Safe' mesh.
- Allocate the \$157,246 balance of Collarenebri CBD upgrade funds to paving.

**Background:**

On 15 December 2014 an application for a review of the development determination for development consent 2014/002 was lodged with Walgett Shire Council by Wendy Azevedo. The core issue in the application and associated letter was that the applicant believed that a condition of development consent requiring removal of security mesh was unreasonable given her previous exposure to security problems with commercial premises. The condition was imposed to ensure that the presentation of the premises became consistent with the development standards expected by Council under clause 4.9.5 of the Walgett Shire Development Control Plan 2014.

**Current position:**

Council budgeted \$160,000 in 2014 / 2015 for upgrades to the Walgett, Lightning Ridge, and Collarenebri Central Business Districts, and Council staff have undertaken community consultation regarding how these funds should be spent.

Consensus in Walgett regarding expenditure of these funds was generally limited to gardens works and the installation of festoon lighting in the CBD. Council has since resolved to allocate funds to garden works, festoon lighting, bins, and shop front upgrades.

| Item                     | Allocated       | Unspent balance of allocation |
|--------------------------|-----------------|-------------------------------|
| Shop front upgrades      | \$26,700        | (\$11,700)                    |
| Festoon lighting         | \$25,600        |                               |
| Plantings                | \$6,041         |                               |
| Bins                     | \$21,324        |                               |
| Total                    | \$79,665        |                               |
| <b>Balance available</b> | <b>\$80,335</b> |                               |

Consensus in Lightning Ridge regarding expenditure of these funds was generally limited to paving of footpaths in the CBD (see attachment A).

|                          |                  |
|--------------------------|------------------|
| <b>Balance available</b> | <b>\$160,000</b> |
|--------------------------|------------------|

Consensus in Collarenebri regarding expenditure of these funds was generally limited to paving of footpaths in the CBD. No applications were received during repeated tenders, and it is expected that works will now necessarily be completed by Council staff. Note that some funding has already been used to fund emergency awning works.

| Item                     | Allocated        |
|--------------------------|------------------|
| Awning remediation       | \$1,822          |
| Site investigation       | \$932            |
| Total                    | \$2,754          |
| <b>Balance available</b> | <b>\$157,246</b> |

It is proposed public notice of allocation of Walgett funds to individual businesses will be undertaken for a minimum of 28 days, which includes:

- Advertising the public exhibition within the Walgett Spectator.
- Making the strategy available as a pdf file via Council's web site.

(public notice of such financial assistance is a statutory requirement under Section 356(2) of the Local Government Act 1993).

**Relevant Reference Documents/Policies:**

Local Government Act 1993.

Walgett Development Control Plan 2014 – 2016.

**Governance issues:**

Guiding principles for councils: - Section 8a of the Local Government Act 1993 establishes guiding principles for councils.

**Environmental issues:**

Nil

**Stakeholders:**

The community, business owners, Walgett Shire Council, and the travelling public.

**Financial Implications:**

Council budgeted \$160,000 in 2014 / 2015 for upgrades to the Walgett, Lightning Ridge, and Collarenebri Central Business Districts.

**Alternative Solutions/Options:**

Do nothing: This option has not been recommended as:

- It is a frequently stated Council and community aspiration that the aesthetics of the urban main streets should be improved.
- Funding has been allocated in the current budget for upgrade works.

Councillors identify alternative CBD projects and resolve to allocate funding to them: This is also considered an appropriate means to determine allocation of funds.

**Conclusion:**

It is appropriate for Council to allocate budgeted funds to CBD upgrade works.

**CBD Upgrade Works**

**Recommendation:**

1. Allocate up to \$160,000 from Lightning Ridge CBD Upgrade funds to paving.
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.

3. Write to Walgett businesses with heavy gauge wire screens and offer to replace them with 'Crim-Safe' mesh.
4. Give public notice of allocation of Walgett CBD Upgrade funds to individual businesses for a minimum of 28 days, by:
  - Advertising the strategy in the Walgett Spectator.
  - Making the strategy available as a pdf file via Council's web site.
5. Allocate the \$157,246 balance of Collarenebri CBD Upgrade funds to paving.

**Moved:**

**Seconded:**

**Attachments:**

A – Lightning Ridge Community Consultation Comments Sheet

## Lightning Ridge Street Upgrade Community Consultation

9 October 2014

*Comments Sheet: Pros & Cons of Existing CBD features*

| Pros                                                                           | Cons                                                                                                                 |
|--------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------|
| 1 Morilla St width is great                                                    | 1 Terrible footpaths                                                                                                 |
| 2                                                                              | 2 Shopping too spread out                                                                                            |
| 3                                                                              | VIC toilets a disgrace                                                                                               |
| 4 Len Cram park is a nice outdoor green space                                  | 4 Eyesore vacant block / fence                                                                                       |
| 5                                                                              | 5 Gravel footpaths                                                                                                   |
| 6 Greenspace is great: lawn and trees                                          | 6 Poor pedestrian access for crossing                                                                                |
| 7 Well-presented shopfronts on Opal and Morilla Streets                        | 7 Kerb heights hit cars reversing                                                                                    |
| 8 Trees and gardens here look great, pity about the ones across the road       | 8 Street too narrow                                                                                                  |
| 9 Paving and well-presented shops (blank wall exception) and John Murray mural | 9 Black spot: bad intersection                                                                                       |
| 10                                                                             | 10 Too narrow                                                                                                        |
| 11 Hospital                                                                    | 11 Streets have no flow or journey. No green spots or seating                                                        |
| 12                                                                             | 12 Kaolin St to Morilla St: no paved footpath for schoolkids, forced to walk on road after rain and no kerb / gutter |
| 13                                                                             | 13 Gan Bruces house an eyesore                                                                                       |
| 14                                                                             | 14 Needle exchange box – No return policy, sign for on return                                                        |
| 15                                                                             | 15 Zebra crossings poorly marked: require signage and painting                                                       |
| 16                                                                             | 16                                                                                                                   |
| 17                                                                             | 17 Should be a crossing on block side of road                                                                        |
| 18 All parking good. Leave it alone                                            | Poor signage at pools: looks like a gaol                                                                             |
| 19                                                                             | 19 Town looks boring and barren on entry. No colour. Need seating and shade along Morilla St. Enough trees.          |
| 20                                                                             | 20 No signage on tennis court, not inviting to use                                                                   |



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

**REPORTING SECTION:** Environmental Services  
**AUTHOR:** Jess McDonald, Director Environmental Services  
**FILE NUMBER:** 10/434

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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. Update on Walgett Pound and Animal issues**

Since July 1 there has been 115 dogs and 21 cats impounded. There was also 4 rabbits surrendered to Council. Walgett Shire has 2 new rescue groups come on board being Gunnedah RSPCA for cats and bunnies and Pyreneese Animal Rescue for starving dogs.

- Out of 116 dogs we have had 16 dogs go home to owners.
- 11 dogs were euthanised due to aggression and attacks.
- 7 cats euthanised due to being feral or illness.
- 2 dogs stolen since 1 July 2016.

Walgett Shire has organised two further microchip days to finish up the year with a day at Walgett 23/11/16 and Lightning Ridge 1/12/16 offered to everyone.

#### **2. Dog Attacks (since 8 August 2016)**

- 8/08/2016 – 2 x dogs killed a young pup in its front yard, Collarenebri. Both dogs surrendered and destroyed.
- 6/9/16 - 2 dogs allegedly killed 4 chickens, 7 missing. Not enough evidence to seize dogs.
- 17/10/16 - 1 sheep killed by dog/s in Burren Junction. Case still open.
- 29/9/16 - 2 people bitten in LR, minor wounds. 1 dog destroyed, 1 dog missing.
- 13/10/16- Person attacked, Walgett, small minor scrape bite on leg. Dog surrendered by owner and destroyed.

#### **3. 50% discounted registration fee for desexed animals sold by an eligible pound or shelter**

For dogs and cats sold by eligible pounds or shelters that are desexed at the time of registration, the fee payable is 50% of the fee for a desexed animal referred to in clause 17(1)(a) of the Companion Animals Regulation 2008. This discount also applies to animals transferred from eligible pounds or shelters to a rescue organisation for rehoming.

#### ***What this will mean for your council***

The Companion Animals Register has a new function to flag animals that are sold from eligible pounds/shelters where registration is not yet required or able to be processed at the point of purchase of the animal. A new fee category has been added to the Register to enable the 50% discount to be applied. The discounted registration will not impact on the payments subsequently made to councils.

#### ***Key points***

The discounted registration fee has been introduced to encourage the purchase and rehoming of dogs and cats from pounds and shelters to help reduce the number of animals euthanised in NSW.

#### **4. Temporary Ranger**

Council's temporary Ranger Gary Bussenschutt "Buzz" will be returning to Council from the 14<sup>th</sup> to the 19<sup>th</sup> November for a dog blitz in the Walgett Shire, targeting Walgett and Lightning Ridge. With the breeding season for cats and dogs well under way the community has noticed an increase in the number of dogs back on the streets. During his time here Gary will target roaming dogs in the area.

#### **5. Development & Building Advice sessions**

Council's Environmental Services, Senior Environmental Health and Building Surveyor and Town Planner are making arrangements to undertake "Development and Building drop in advice sessions", between 5.30pm and 7.00pm in March 2017. These sessions will allow community members to engage with staff, with general advice provide. Complex matters will be taken on notice and dealt with on a case by case approach in the days following the sessions. It is proposed to limit individual meetings to about 15 minutes; to ensure all community members who attend can be provide relevant information. Council's Chief Financial Officer, along with the Director of Environmental Services are supporting these advice sessions, including the procurement of equipment to access Council's data base, along with associated legation websites.

These sessions shall include:

- Cumborah Hall – 8/3/2017
- Carinda Hall – 13/3/2017
- Collarenebri Hall – 15/3/2017
- Burren Hall – 22/3/2017
- Rowena Hall – 20/3/2017

#### **6. Voluntary Surrender Scheme – Opal Fields south west of Lightning Ridge**

Council staff attended a briefing session on the Scheme with Crown Lands on 25 October 2016:

- 7 deeds over circa 16,000 hectares have been entered into with 4 landholders.
- 6 are complete, with the last to be finalised in late January
- 3 interim Crown Lands licences have been issued to landholders to finalise their affairs, with none extending beyond 12 months.
- Over 800 mineral claims have been captured under the Scheme.
- The survey / subdivision process is expected to begin December 2016.
- Some arable land will be resold following excise of potentially opal bearing land from leases. (Subdivision mapping is currently confidential).

#### **7. Draft Planning Proposal for the Rural Residential Strategy**

GHD have supplied a draft Planning Proposal for the Rural Residential Strategy which is currently under review.

#### **8. Grant Funding**

Grant funding is being sought for an agricultural research project into suitable crops for secondary processing into higher value products. It is expected that the research will be undertaken in conjunction with a university partner rather than a consultancy firm.

#### **9. Development of Council's Awning Policy**

In response to a number of recent issues regarding awnings over Council's footpaths, Council staff is developing a policy regarding these awnings which will detail responsibility, approvals, policy and maintenance. This policy will be presented to Council at the December meeting for comment.

**Matters Generally for Brief Mention or Information only from Director of Environmental Services**

**Recommendation:**

Receive and note the report by the Director of Environmental Services on the following matters; Update on Walgett Pound and Animal issues, Dog Attacks (since 8 August 2016), 50% discounted registration fee for desexed animals sold by an eligible pound or shelter, Temporary Ranger, Development & Building Advice sessions, Voluntary Surrender Scheme – Opal Fields south west of Lightning Ridge, Draft Planning Proposal for the Rural Residential Strategy, Grant Funding and Development of Council's Awning Policy.

**Moved:**

**Seconded:**

## 12.4 ACTING DIRECTOR ENGINEERING/TECHNICALSERVICES

### 12.4.1 MONTHLY REPORT SERVICE PROGRESS REPORT – OCTOBER 2016

**REPORTING SECTION:** Engineering / Technical Services  
**AUTHOR:** Prafulla KC – Acting Director Engineering / Technical Services  
**FILE NUMBER:** 11/211

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**Summary:**

The purpose of this report is to update Council with regards Engineering Services works progress up to 31 October 2016.

**Background:**

A budget of \$23.68 Million including RMCC work has been allocated to the Rural Infrastructure and Support Service for capital & maintenance works, fleet management and engineering administration for 2016/2017.

**Current Position:**

The status of work progress is as follows;

| In Progress                     | Comments  |
|---------------------------------|-----------|
| RR426 Ridge Road                | Ongoing   |
| Culvert Replacement – SH29 West | Completed |
| Bill O'Brien Way – Heavy Patch  | Completed |
| Wee Waa Street                  | Ongoing   |
| Angeldool Road Resheeting       | Ongoing   |
| Collarenebri Streets - Repair   | Completed |
| Sherman's Way                   | Completed |

**Relevant Reference Documents/Policies:**

2016/17 Operational Plan and Budget

**Governance issues:**

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

**Environmental issues:**

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

**Stakeholders:**

Walgett Shire  
Walgett Shire Residents and Rate Payers

**Financial Implications:**

As at 31 October 2016, \$3,756,318 has been spent from a total amount of \$23,679,061 allocated for the 2016/2017 budget. See attached table for details.

**Alternative Solutions/Options:**

Nil

**Conclusion:**

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

**Monthly Progress report from Acting Director Engineering Technical Services**

**Recommendation:**

That Council receive and note the Engineering Services monthly works progress report for October 2016.

**Moved:**

**Seconded:**

**Attachment:**

2016/2017 Budget vs Expenditure spread sheet up the 30 October 2016.

| Ledger Item                            | Actual, Committed and On Cost up to 30 October 2016 | Budget                 |
|----------------------------------------|-----------------------------------------------------|------------------------|
| Engineering Administration             | \$97,702.00                                         | \$620,144.00           |
| Depot Operation                        | \$21,052.00                                         | \$47,799.00            |
| Emergency Services (RFS*SES)           | \$79,703.00                                         | \$295,780.00           |
| Emergency Services                     | \$611.00                                            | \$25,085.00            |
| Fleet Operations & Workshop            | \$573,474.00                                        | \$3,650,722.00         |
| Regional Road Flood Damage             | \$0.00                                              | \$0.00                 |
| Urban Road Operation                   | \$0.00                                              | \$318,404.00           |
| Local Roads Operations                 | \$62,605.00                                         | \$682,196.00           |
| Local Roads Maintenance                | \$356,404.00                                        | \$1,516,043.00         |
| Regional Roads Operations              | \$46,082.00                                         | \$720,853.00           |
| Regional Roads Maintenance             | \$440,000.00                                        | \$1,348,051.00         |
| RMCC                                   | \$850,114.00                                        | \$2,931,172.00         |
| Private Works                          | \$51,899.00                                         | \$30,000.00            |
| Walgett Depot Renewal and Improvements | \$0.00                                              | \$0.00                 |
| Fleet Renewal and Improvements         | \$106,461.00                                        | \$1,886,683.00         |
| Local Roads Renewal                    | \$458,699.00                                        | \$8,100,563.00         |
| Regional Road Renewal                  | \$0.00                                              | \$250,471.00           |
| Regional Road Improvement              | \$611,512.00                                        | \$1,255,095.00         |
| <b>Total</b>                           | <b>\$3,756,318.00</b>                               | <b>\$23,679,061.00</b> |

## 12.4.2 MONTHLY RMCC WORKS REPORT - OCTOBER 2016

**REPORTING SECTION:** Engineering / Technical Services  
**AUTHOR:** Prafulla KC – Acting 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 RMCC works till 31 October 2016.

**Background:**

The RMS has approved a contract of \$ 4,775,000 for 2016/2017 financial year which are made up of \$980,000 and \$3,795,000 for Routine and Ordered Works respectively. List of ordered works are given in Table 1.

**Current Position:**

Routine maintenance works is ongoing along with ordered works.

**Relevant Reference Documents/Policies:**

RMS approved budget

**Governance issues:**

Nil

**Environmental issues:**

Nil

**Stakeholders:**

Walgett Shire  
Walgett Residents

**Financial Implications:**

As at 31 October 2016, \$548,394 from Ordered Works and \$301,719 for Routine Services for 2016/2017 budget has been spent.

**Alternative Solutions/Options:**

Nil

**Conclusion:**

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

|                                                                                                                                                              |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Monthly RMCC works Report from Acting Director Engineering/Technical Services – October 2016</b>                                                          |
| <p><b>Recommendation:</b></p> <p>That Council receive and note the monthly RMCC works report for October 2016.</p> <p><b>Moved:</b><br/><b>Seconded:</b></p> |

**Attachments:**

Table 1 – 2016/2017 RMCC Ordered Works

| <b>SN</b> | <b>Description</b>                            | <b>Physical status</b> |
|-----------|-----------------------------------------------|------------------------|
| 1         | Resealing                                     | Not Commenced          |
| 2         | Heavy Patching                                | On Going               |
| 3         | Routine Services                              | On Going               |
| 4         | Lightning Ridge Rehabilitation Final Seal     | Not Commenced          |
| 5         | SH12 Warrambool Widening Phase 3              | Not Commenced          |
| 6         | BJ Railway Crossing Approach Work             | Not Commenced          |
| 7         | Namoi Bridge Approach Shoulder Widening       | Completed              |
| 8         | Walgett Town Street Shoulder Widening<br>HW18 | Completed              |
| 9         | SH12 & HW18 Intersection Shoulder<br>Widening | Completed              |
| 10        | Culverts Replacement SH18, SH29               | Ongoing                |

### 12.4.3 MONTHLY MAINTENANCE GRADING – OCTOBER 2016

**REPORTING SECTION:** Engineering / Technical Services  
**AUTHOR:** Prafulla KC – Acting Director Engineering/Technical Services  
**FILE NUMBER:** 11/211

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**Summary:**

The purpose of this report is to update Council with regards progress on the 2016/2017 Maintenance Road Works Programme on Shire Roads for the period ending 31 October 2016.

**Background:**

Council has allocated amounts of \$962,488 and \$290,000 to maintain the unsealed Local and Regional Roads respectively to provide acceptable level of service. The Budget has been distributed to each road based on the length of road to allow maintenance grading at least once a year. Most roads get damaged after rain events several times in each year.

**Current Position:**

To optimize use of available moisture after the recent rainfall events, as many roads as possible are being graded.

Details of maintenance grading locations are detailed in the attached report.

**Relevant Reference Documents/Policies:**

Council's approved 2016/2017 Shire Roads Maintenance Grading Works schedule

**Governance issues:**

Nil

**Environmental issues:**

Nil

**Stakeholders:**

Walgett Shire Council  
Walgett Residents  
Tourist

**Financial Implications:**

As at 31 October 2016, \$370,336.57 has been spent from a total amount of \$1,252,488 provided in the 2016/2017 budget and operational plan.

**Alternative Solutions/Options:**

Nil

**Conclusion:**

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

|                                                                                        |
|----------------------------------------------------------------------------------------|
| <b>Monthly Maintenance Grading Report from Director Technical/Engineering Services</b> |
|----------------------------------------------------------------------------------------|

**Recommendation:**

That Council receive and note the monthly maintenance grading works report for October 2016.

**Moved:**

**Seconded:**

**Attachments:**

Maintenance works progress summary Zone 1 – Zone 5

**WALGETT SHIRE COUNCIL AGENDA –22 NOVEMBER 2016 – ORDINARY COUNCIL MEETING**

| <b>Road Name</b>             | <b>Planned Expenditure</b> | <b>Actual Expenditure up to 31 July 2016</b> |
|------------------------------|----------------------------|----------------------------------------------|
| <b>Zone 1</b>                |                            |                                              |
| Bowra Road SR34              | \$ 3,600.00                | \$675                                        |
| Wanourie Road SR38           | \$ 3,600.00                |                                              |
| Green and Branders Road SR41 | \$ 7,006.00                | \$1,367.72                                   |
| Regans Road SR58             | \$ 4,278.00                | \$607.50                                     |
| Marra Creek Road SR60        | \$ 7,000.00                |                                              |
| Lochlomond Road SR74         | \$ 3,600.00                |                                              |
| Maroubra Road SR76           | \$ 3,600.00                | \$1,328.18                                   |
| Nedgara Road SR77            | \$ 4,600.00                |                                              |
| Mac Masman Road SR81         | \$ 3,600.00                | \$1,755                                      |
| Binghi Road SR113            | \$ 9,000.00                | \$901                                        |
| Aberfoyle Road SR115         | \$ 10,000.00               |                                              |
| Gungalman Road SR31          | \$ 16,000.00               |                                              |
| Gilwarny Road SR32           | \$ 3,600.00                | \$1,620                                      |
| Teranyan Road SR33           | \$ 6,500.00                | \$3,344.07                                   |
| Bogewong Road SR114          | \$ 30,194.00               | \$18,098                                     |
| Billybingbone Road RR7516    | \$ 6,500.00                | \$1,501.10                                   |
| Ginghet Road SR40            | \$ 17,500.00               | \$1,170                                      |
| Bushs Road SR43              | \$ 3,600.00                |                                              |
| Miralwyn Road SR73           | \$ 11,098.00               |                                              |
| Brewon Road SR112            | \$ 30,000.00               | \$12,667.80                                  |
| Merri Merri Road RR202       | \$ 5,500.00                | \$2,456.66                                   |
| <b>Subtotal Zone 1</b>       | <b>\$ 190,376.00</b>       | <b>\$ 47,491.53</b>                          |

|                          | <b>Planned Expenditure</b> | <b>Actual Expenditure up to 31 July 2016</b> |
|--------------------------|----------------------------|----------------------------------------------|
| <b>Zone 2</b>            |                            |                                              |
| Boorooma Creek Road SR48 | \$ 11,842.00               |                                              |
| Wimbledon Road SR64      | \$ 3,600.00                | \$1,526.84                                   |
| Tungra Road SR85         | \$ 7,874.00                |                                              |
| Strathmore Road SR92     | \$ 11,904.00               |                                              |
| Narran Lake Road SR111   | \$ 15,000.00               | \$2,713.55                                   |
| Lone Pine Road SR70      | \$ 3,600.00                | \$3,330                                      |
| Kurrajong Road SR110     | \$ 17,236.00               | \$18,245.99                                  |
| Wilby Wilby Road SR101   | \$ 17,794.00               | \$16,994.92                                  |
| Cumborah Town Roads      | \$ -                       |                                              |
| <b>Subtotal Zone 2</b>   | <b>\$ 88,850.00</b>        | <b>\$ 42,811.30</b>                          |

**WALGETT SHIRE COUNCIL AGENDA –22 NOVEMBER 2016 – ORDINARY COUNCIL MEETING**

| Road Name                            | Planned Expenditure  | Actual Expenditure up to 31 July 2016 |
|--------------------------------------|----------------------|---------------------------------------|
| <b>Zone 3</b>                        |                      |                                       |
| Springs Road SR19                    | \$ 4,278.00          |                                       |
| Bonanza Road SR46                    | \$ 10,478.00         | \$5,191                               |
| Schmalkuche Road SR47                | \$ 8,928.00          |                                       |
| Millencowbah Road SR51               | \$ 17,174.00         | \$12,270                              |
| Willis Road SR52                     | \$ 11,478.00         |                                       |
| Koomalah Road SR53                   | \$ 17,608.00         | \$5,490                               |
| Burrabaa Road SR55                   | \$ 11,222.00         | \$5,203.07                            |
| Cambo Road SR61                      | \$ 13,082.00         | \$5,380                               |
| Woolaroo Road SR69                   | \$ 5,063.00          |                                       |
| Kia-Ora Road SR86                    | \$ 5,770.00          |                                       |
| Fabians Road SR88                    | \$ 15,376.00         | \$4,506                               |
| Three Mile Road SR91                 | \$ 9,152.00          | \$582.80                              |
| Banarway Road SR95                   | \$ 4,720.00          |                                       |
| Purtle Road SR126                    | \$ 23,780.00         | \$479.42                              |
| Boora Road SR127                     | \$ 39,556.00         | \$4,138.12                            |
| Bore Head Road SR45                  | \$ 4,278.00          | \$2,632                               |
| Lorne Road SR98                      | \$ 4,278.00          | \$2,050                               |
| Angledool Road SR102                 | \$ 30,566.00         | \$8,555                               |
| Ridge/Sherman/Bill O'Brien Way RR426 | \$ 68,275.00         | \$10,013.81                           |
| Gundabloui Road RR457                | \$ 38,600.00         | \$15,264.90                           |
| <b>Subtotal Zone 3</b>               | <b>\$ 343,662.00</b> | <b>\$ 81,755.28</b>                   |

| Road Name                      | Planned Expenditure  | Actual Expenditure up to 31 July 2016 |
|--------------------------------|----------------------|---------------------------------------|
| <b>Zone 4</b>                  |                      |                                       |
| Franxton Road SR1              | \$ 11,780.00         |                                       |
| Bellara Road SR2               | \$ 13,268.00         |                                       |
| Clarkes Road SR3               | \$ 5,700.00          |                                       |
| Cryon Road SR5                 | \$ 35,185.00         | \$25,932.78                           |
| Woodvale Road SR13             | \$ 8,556.00          |                                       |
| Baroona Road SR14              | \$ 6,882.00          |                                       |
| Pokataroo Road SR15            | \$ 3,600.00          |                                       |
| Perrottets Road SR66           | \$ 3,600.00          |                                       |
| Pagan Creek Road SR79          | \$ 3,600.00          |                                       |
| Fairview Road SR90             | \$ 13,300.00         |                                       |
| Dundee Road SR124              | \$ 8,618.00          |                                       |
| Glen Eden Road SR125           | \$ 15,252.00         | \$9,781                               |
| Millie Road SR12               | \$ 5,642.00          | \$2,356.20                            |
| Rossmore Road SR71             | \$ 10,220.00         | \$3,305                               |
| Rowena Road SR123              | \$ 37,730.00         |                                       |
| Camerons Road SR128            | \$ 9,424.00          | \$12,944                              |
| Mercadool Road SR16            | \$ 35,774.00         | \$27,431.80                           |
| Moomin Road SR59               | \$ 19,220.00         |                                       |
| Beanbri Road SR117             | \$ 3,600.00          | \$2,472.05                            |
| Pian Creek Road SR121          | \$ 25,854.00         | \$7,786.92                            |
| Old Burren Road SR122          | \$ 21,018.00         | \$8,470                               |
| Collarenebri Mission Road SR67 | \$ 3,600.00          |                                       |
| Rowena Town Roads              | \$ 3,600.00          |                                       |
| <b>Subtotal Zone 4</b>         | <b>\$ 305,023.00</b> | <b>\$100,479.65</b>                   |

**WALGETT SHIRE COUNCIL AGENDA –22 NOVEMBER 2016 – ORDINARY COUNCIL MEETING**

| <b>Road Name</b>           | <b>Planned<br/>Expenditure</b> | <b>Actual<br/>Expenditure<br/>up to 31<br/>July 2016</b> |
|----------------------------|--------------------------------|----------------------------------------------------------|
| <b>Zone 5</b>              |                                |                                                          |
| Pampas Road SR7            | \$ 10,106.00                   | \$3,640                                                  |
| Wambo Road SR25            | \$ 10,974.00                   |                                                          |
| Hardys Lease Road SR26     | \$ 9,920.00                    |                                                          |
| Colrose Road SR27          | \$ 12,772.00                   | \$10,928                                                 |
| Wingadee Road SR28         | \$ 7,316.00                    | \$1,933                                                  |
| Epping Road SR57           | \$ 9,548.00                    | \$6,712.55                                               |
| Middle Route Road SR72     | \$ 5,952.00                    |                                                          |
| Gidginbilla Road SR75      | \$ 3,600.00                    |                                                          |
| Proctors Road SR82         | \$ 3,600.00                    |                                                          |
| Drilldool Road SR83        | \$ 3,600.00                    |                                                          |
| Belaba Road SR89           | \$ 6,944.00                    |                                                          |
| Hollywood Lane SR119       | \$ 18,538.00                   | \$1,479                                                  |
| O'Niels Road SR131         | \$ 19,282.00                   |                                                          |
| Tareela Road SR17          | \$ 12,028.00                   | \$11,181                                                 |
| Meadow Plains Road SR21    | \$ 14,818.00                   | \$1,186.56                                               |
| Marlbone Road SR24         | \$ 17,608.00                   | \$11,130                                                 |
| Nilma Road SR30            | \$ 23,436.00                   | \$13,160.82                                              |
| Bugilbone Road SR103       | \$ 32,725.00                   | \$13,052                                                 |
| Goangra Road SR116         | \$ 10,168.00                   | \$1,537                                                  |
| Yarraldool Road SR118      | \$ 28,000.00                   |                                                          |
| Haynes Hut SR68            | \$ 3,600.00                    | \$3,707.81                                               |
| Come By Chance Road RR7716 | \$ 63,642.00                   | \$18,151.65                                              |
| <b>Subtotal Zone 5</b>     | <b>\$ 328,177.00</b>           | <b>\$ 97,798.81</b>                                      |
| <b>Total</b>               | <b>\$ 1,256,088.00</b>         | <b>370,336.57</b>                                        |

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

## **14. CLOSE OF MEETING**

**Time: .....**