



# **AGENDA FOR ORDINARY COUNCIL MEETING**

## **30 October 2018**

**NOTICE IS HEREBY GIVEN** pursuant to clause 7 of Council's Code of Meeting Practice that the Ordinary Council Meeting of Walgett Shire Council will be held at the **Council Chambers** on **30 October 2018** commencing at **10:00am** to discuss the items listed in the Agenda.

Paul Mann  
**ACTING GENERAL MANAGER**

## CONFLICT OF INTERESTS

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

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

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

### **Remoteness**

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

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

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

### **Relatives, Partners**

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

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

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

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

### **No Interest in the Matter**

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

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

### **Disclosure and participation in meetings**

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

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

**Non-Pecuniary Interest** – Must be disclosed in meetings.

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

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

### **Disclosure to be Recorded (S453 Act)**

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

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## **Local Government Act 1993**

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

### **GUIDING PRINCIPLES FOR COUNCILS**

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

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

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

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

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

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

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

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

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**WALGETT SHIRE COUNCIL AGENDA – 30 October 2018 – ORDINARY COUNCIL MEETING**

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

## 4. WELCOME TO VISITORS

## 5. PUBLIC FORUM PRESENTATIONS

### 5.1 ROD CROWFOOT - MANAGING DIRECTOR OF THE MACQUARIE HOME STAY

### 5.2 PAULINE KEARL

### 5.3 COL HUNDY

## 6. DECLARATION OF PECUNIARY/NON-PECUNIARY INTERESTS

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

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

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

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

| Councillor | Item No. | Pecuniary/Non-Pecuniary | Reason |
|------------|----------|-------------------------|--------|
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## 7. CONFIRMATION OF MINUTES/MATTERS ARISING

### 7.1 MINUTES OF THE ORDINARY COUNCIL MEETING HELD – 25 SEPTEMBER 2018

| Minutes of Ordinary Council Meeting – 25 September 2018                                                                                                                                                                                      |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <p>That the minutes of the Ordinary Council meeting held 25 September 2018 having been circulated be confirmed as a true and accurate record of that meeting.</p> <p><b>Moved:</b></p> <p><b>Seconded:</b></p> |

**Attachment**

Minutes of Meeting held 25 September 2018





## **MINUTES FOR ORDINARY COUNCIL MEETING**

**25 September 2018**

Paul Mann  
**ACTING GENERAL MANAGER**

**MINUTES OF THE ORDINARY MEETING OF THE WALGETT SHIRE COUNCIL HELD AT  
THE CARINDA HALL ON TUESDAY 25 SEPTEMBER 2018 AT 10:00AM**

**PRESENT**

Cllr Ian Woodcock  
 Cllr Manuel Martinez  
 Cllr Jane Keir  
 Cllr Bill Murray  
 Cllr Michael Taylor  
 Cllr Lawrence Walford  
 Cllr Tanya Cameron  
 Cllr Kelly Smith  
 Cllr Robert Turnbull  
 Paul Mann (Acting General Manager)  
 Michael Urquhart (Chief Financial Officer)  
 Jessica McDonald (Director Environmental Services)  
 Raymond Graham (Acting Director Engineering/Technical Services)  
 Bronte Kerr (Minute Secretary)

**Public Presentations:**

- David Checkley from the NSW Police provided Council with an update on policing matters in the Shire and current issues in Walgett in particular
- Jenni Brammall and David Lane - Provided Council with an update on the Australian Opal Centre project and particularly on efforts to secure funding for construction of the new AOC building.
- Loretta Robinson expressed community concerns on various issues in the town of Carinda

**Leave of Absence – Nil**

**Declaration of Pecuniary/Non Pecuniary Interests**

| Staff/<br>Councillor | Item No.         | Pecuniary/<br>Non-Pecuniary | Reason                |
|----------------------|------------------|-----------------------------|-----------------------|
| Cllr Martinez        | 17.4.2<br>17.1.7 | Pecuniary                   | Business related item |
| Cllr Turnbull        | 17.4.2<br>17.1.7 | Pecuniary                   | Family Relations      |
| Cllr Keir            | 11.3.1           | Pecuniary                   | Business related item |
| Cllr Murray          | 17.3.2<br>17.3.3 | Pecuniary                   | Family Relations      |

**14/2018/1 Minutes of Ordinary Council Meeting – 28 August 2018**

**Resolved:**

That the minutes of the Ordinary Council meeting held 28 August 2018, having been circulated be confirmed as a true and accurate record of that meeting.

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

| 14/2018/02 Election of Mayor and Deputy Mayor                                                 |                     |
|-----------------------------------------------------------------------------------------------|---------------------|
| <b>Resolved:</b>                                                                              |                     |
| That Council adopt the ordinary ballot method for the election of the Mayor and Deputy Mayor. |                     |
| <b>Moved:</b>                                                                                 | <b>Clr Martinez</b> |
| <b>Seconded:</b>                                                                              | <b>Clr Smith</b>    |
| <b>CARRIED</b>                                                                                |                     |

| 14/2018/03 Election of Mayor for Ensuring Two (2) Years                                       |                     |
|-----------------------------------------------------------------------------------------------|---------------------|
| <b>Resolved:</b>                                                                              |                     |
| That the report be received and noted and the election for the position of Mayor be held now. |                     |
| <b>Moved:</b>                                                                                 | <b>Clr Martinez</b> |
| <b>Seconded:</b>                                                                              | <b>Clr Taylor</b>   |
| <b>CARRIED</b>                                                                                |                     |

**Election of Mayor for Ensuring Two (2) Years:** *There being two nominations for the position of Mayor, those of Clr G Murray and Clr M Martinez, the Returning Officer then conducted an election for the position by ordinary ballot. Following the counting of votes the Returning Officer declared Manuel Martinez Mayor for the ensuring term.*

| 14/2018/04 Election of Deputy Mayor for Ensuring Two (2) Years                        |                     |
|---------------------------------------------------------------------------------------|---------------------|
| <b>Resolved:</b>                                                                      |                     |
| That the report be received and Council confirm position of Deputy Mayor now be held. |                     |
| <b>Moved:</b>                                                                         | <b>Clr Walford</b>  |
| <b>Seconded:</b>                                                                      | <b>Clr Turnbull</b> |
| <b>CARRIED</b>                                                                        |                     |

**Election of Deputy Mayor for Ensuring Two (2) Years:** *There being two nominations for the position of Deputy Mayor, those of Clr J Keir and Clr I Woodcock, the Returning Officer then conducted an election for the position by ordinary ballot. Following the counting of votes the Returning Officer declared Ian Woodcock Deputy Mayor for the ensuring term.*

| 14/2018/05 Destruction of Election Ballot Papers |                     |
|--------------------------------------------------|---------------------|
| <b>Resolved:</b>                                 |                     |
| That any ballot papers used now be destroyed.    |                     |
| <b>Moved:</b>                                    | <b>Clr Martinez</b> |
| <b>Seconded:</b>                                 | <b>Clr Walford</b>  |
| <b>CARRIED</b>                                   |                     |

*The meeting adjourned for morning tea at 11:20am.  
The meeting resumed at 11:35am with all those previously present again.  
Clr Martinez then assumed the Chair for the remainder of the meeting.*

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
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| <p><b>14/2018/06 Mayoral Report</b></p> <p><b>Resolved:</b></p> <p>That Council receive and note the Mayoral report and invite Dubbo Macquarie Home Stay to make a presentation to the next Council Meeting.</p> <p><b>Moved:</b> Cllr Keir<br/> <b>Seconded:</b> Cllr Murray<br/> <b>CARRIED</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| <p><b>14/2018/06 Move into Closed Session at 11:48am</b></p> <p><b>Resolved:</b></p> <p>That the public be excluded from the meeting pursuant to Sections 10A (2) (a) (c) &amp; (d) of the Local Government Act 1993 on the basis that the items deal with:</p> <p>(a) Personnel matters concerning particular individuals (other than Councillors)</p> <p>(c) That information that would, if disclosed confer a commercial advantage on a person with whom the Council is conducting business (or proposed to conduct business)</p> <p>(d) That the matter and information is commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.</p> <p><b>Moved:</b> Cllr Smith<br/> <b>Seconded:</b> Cllr Keir<br/> <b>CARRIED</b></p> |
| <p><b>14/2018/06 Workplace Health and Safety – Cryon Incident</b></p> <p><b>Resolved:</b></p> <p>That Council note the progress with the various investigations.</p> <p><b>Moved:</b> Cllr Turnbull<br/> <b>Seconded:</b> Cllr Smith<br/> <b>CARRIED</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| <p><b>14/2018/07 Council Office &amp; Centrelink Agency in Lightning Ridge</b></p> <p><b>Resolved:</b></p> <p>That;</p> <p>(a) Council agree to the establishment of a Walgett Shire Council Office in Lightning Ridge.</p> <p>(b) Council enter into a formal contract (to host a Centrelink Agency in Lightning Ridge) with the Department of Human Services, and the Chief Financial Officer be authorised to execute the document on Council's behalf.</p> <p>(c) Council enter into a lease agreement with the owner of Shop 4, 12 Opal Street Lightning Ridge, Lot 111, DP 778049 being Eighth Tee Pty Ltd ,for an initial 2 year period, and the General Manager and Mayor be authorised to execute the lease, and the Council Seal be affixed to the lease documents.</p>                                 |



(d) That an updated budget and operational plan be prepared for the October Meeting.

**Moved:** Cllr Walford  
**Seconded:** Cllr Woodcock  
**CARRIED**

*Cllr Keir left the meeting room at 12:04pm*

#### 14/2018/08 RFT18/026 Reconstruction and Sealing of 20km of SR103 Bugilbone Road

**Resolved:**

That Council accepts the tender for Reconstruction and Sealing of 20km of SR103 Bugilbone Road RFT18/026 from Batterline Earthmoving in the sum of \$933,604 including GST.

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

*Cllr Murray and Cllr Cameron requested for their names to be recorded as voting against the motion*

*Cllr Keir returned to the meeting room at 12:14pm*

#### 14/2018/09 Return to Open Session

**Resolved:**

That Council return to open session.

**Moved:** Cllr Woodcock  
**Seconded:** Cllr Walford  
**CARRIED**

#### 14/2018/10 Adoption of Closed Session Reports

**Resolved:**

That Council adopt the recommendation of the Closed Committee Reports.

**Moved:** Cllr Woodcock  
**Seconded:** Cllr Walford  
**CARRIED**

#### 14/2018/11 Council's Decision Action Report

**Resolved:**

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

**Moved:** Cllr Turnbull  
**Seconded:** Cllr Woodcock  
**CARRIED**

**14/2018/12 Circulars Received From the NSW Office of Local Government**

**Resolved:**

That the information contained in the following Departmental circulars published 22/08/2018, 05/09/2018, 05/09/2018, 06/09/2018 and 13/09/2018 from the Local Government Division, Department of Premier and Cabinet be received and noted.

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

**14/2018/13 Monthly Calendar August - October 2018**

**Resolved:**

That Council receive and note the regular monthly calendar for the period September - November 2018.

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

**14/2018/14 New Model Code Conduct**

**Resolved:**

That Council note the report and, if thought appropriate, a short workshop be held in conjunction with a future Council Meeting to consider the code and its implications.

**Moved:** Clr Woodcock  
**Seconded:** Clr Cameron  
**CARRIED**

**14/2018/15 Far North West Joint Organisation**

**Resolved:**

- (1) That council note progress with joint organisation
- (2) That council confirm acceptance of the Joint Organisation Charter, Payment & Expense Policy and Code of Meeting Practice.
- (3) That in line with the planning process Council monitor and contribute to the finalisation of the strategic plan for the JO.

**Moved:** Clr Keir  
**Seconded:** Clr Cameron  
**CARRIED**

**14/2018/16 Glengarry Bore**

**Resolved:**

That Council note the report and consider the options at a workshop in conjunction with the workshop proposed for the Lightning Ridge Water Supply with a view to considering the development of a policy via a further report to Council.

**Moved:** Cllr Taylor

**Seconded:** Cllr Keir

**CARRIED**

*Cllr Turnbull and Cllr Martinez left the Meeting Room at 12:32pm*

**14/2018/17 Lightning Ridge Water Supply – Unmetered and External Connections**

**Resolved:**

That Council note the current investigations in relation to the Lightning ridge water supply and unmetered services and a workshop to discuss the issues involved be held in the near future.

**Moved:** Cllr Cameron

**Seconded:** Cllr Keir

**CARRIED**

*Cllr Turnbull and Cllr Martinez returned to the Meeting Room at 12:33pm*

**14/2018/18 Orana Regional Organisation of Councils**

**Resolved:**

1. That Council note the finalisation of the Orana Regional Organisation of Councils as of 7 September 2018 and that assets will be distributed to member Councils.
2. That Council continue to support the range of projects previously pursued by OROC and as a member of the Far North West Joint Organisation, encourage ongoing participation of both Joint Organisations in cooperative projects.

**Moved:** Cllr Smith

**Seconded:** Cllr Cameron

**CARRIED**

*The meeting noted verbal advice that Midwestern Council was now the driving force behind the Orana Water Utilities (formally LMWUA) and that some Councils had committed to membership.*

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
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| <p><b>14/2018/19 Walgett Weir Project</b></p> <p><b>Resolved:</b></p> <p>(1) That Council note the update on the Walgett Weir Project.</p> <p>(2) That subject to further discussions with Restart NSW and Office of Regional Infrastructure Coordinator, Council determine not to assume ownership of the fishway.</p> <p>(3) Issue a Press Release in relation to the Walgett Weir Project</p> <p><b>Moved:</b> Cllr Keir<br/> <b>Seconded:</b> Cllr Smith<br/> <b>CARRIED</b></p>                                                                                                                                                                                                                                                                                                                      |
| <p><b>14/2018/20 Cumborah Bore</b></p> <p><i>AGMs Note: The AGM noted the possible delays in securing the proposed site after discussions with Crown Land and ongoing efforts to find a freehold site.</i></p> <p><b>Resolved:</b></p> <p>1. That Council note that, subject to gaining approval for the proposed site from NSW Aboriginal Local Lands Council or alternatively secure another site tenders be called for the establishment of the bore.</p> <p>2. That the Council agree in principle to explore options for appropriate reticulation to serve the village and to make water available to farmers in the area when the bore is complete and tested including any cost sharing arrangements.</p> <p><b>Moved:</b> Cllr Murray<br/> <b>Seconded:</b> Cllr Turnbull<br/> <b>CARRIED</b></p> |
| <p><b>14/2018/21 Lightning Ridge Cooling Tower and Chlorination</b></p> <p><b>Resolved:</b></p> <p>That Council confirm its preference to proceed with both the cooling tower and chlorination as planned and negotiate approvals with Department of Health and the Department of Industry.</p> <p><b>Moved:</b> Cllr Woodcock<br/> <b>Seconded:</b> Cllr Walford<br/> <b>CARRIED</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                 |
| <p><b>14/2018/22 Union Picnic Day</b></p> <p><b>Resolved:</b></p> <p>That Council note Union Picnic Day will be held on Friday 16 November 2018 and Council confirm that all Council operations will be closed on Friday 16 November 2018.</p> <p><b>Moved:</b> Cllr Turnbull<br/> <b>Seconded:</b> Cllr Smith<br/> <b>CARRIED</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |



|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>14/2018/23 Draft Drug and Alcohol policy</b></p> <p><b>Resolved:</b></p> <p>1. That Council note that the WSC draft drug and alcohol policy has been made available for comment through the Consultative Committee, via the notice board and via the recent engineering staff training.</p> <p>2. That, in line with the recommendation of the Consultative Committee and subject to any further comment prior to the meeting the draft policy be adopted to reflect :</p> <ul style="list-style-type: none"> <li>- For alcohol – a zero reading</li> <li>- That there is no conflict with the LG industry policy and procedure</li> </ul> <p>3. Further, that the General Manager and Directors assess the various options for testing staff (external or internal testing) and implement the most appropriate regime.</p> <p><b>Moved:</b> Cllr Smith<br/> <b>Seconded:</b> Cllr Keir<br/> <b>CARRIED</b></p> |
| <p><b>14/2018/24 Cash and Investment Report as at 31st August 2018</b></p> <p><b>Resolved:</b></p> <p>That the Investment report as at 31st August 2018 be received and noted.</p> <p><b>Moved:</b> Cllr Turnbull<br/> <b>Seconded:</b> Cllr Taylor<br/> <b>CARRIED</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| <p><b>14/2018/25 Monthly Outstanding Rates Report</b></p> <p><b>Resolved:</b></p> <p>The August 2018 outstanding rates report be received and noted.</p> <p><b>Moved:</b> Cllr Walford<br/> <b>Seconded:</b> Cllr Turnbull<br/> <b>CARRIED</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| <p><b>14/2018/26 Fourth Quarter Operational Plan &amp; Year End Delivery Program 17/18</b></p> <p><b>Resolved:</b></p> <p>1. That the content of the report be noted.</p> <p>2. Council accept the progress made on the 2017/2018 Operational Plan and Delivery Program as at 30<sup>th</sup> June 2018.</p> <p><b>Moved:</b> Cllr Woodcock<br/> <b>Seconded:</b> Cllr Turnbull<br/> <b>CARRIED</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |

**14/2018/27 Community Assistance Scheme Donations – Round 1 2017/2018****Resolved:**

That the following applicants be granted financial assistance under Section 356 of the Local Government Act 1993 for the first round of 2018/2019;

|                                 |            |
|---------------------------------|------------|
| Walgett Little Athletics        | \$500.00   |
| Burren Junction P&C             | \$Nil      |
| Collarenebri Jockey Club        | \$Nil      |
| Let's Dance Carinda             | \$2200.00  |
| Barwon Aboriginal Corporation   | \$700.00   |
| Lightning Ridge Community Radio | \$300.00   |
| Lightning Ridge Golf Club       | \$1,000.00 |
| Walgett Pony Club               | \$1,000.00 |
| Rural Gymbaroo                  | \$Nil      |

**Moved:** Cllr Walford

**Seconded:** Cllr Smith

**CARRIED**

**14/2018/28 Rollover Road Budget Allocation for 15/16, 16/17 & 17/18****Resolved:**

That the Chief financial Officers Report be received and noted.

**Moved:** Cllr Walford

**Seconded:** Cllr Turnbull

**CARRIED**

**14/2018/29 Matters Generally for Brief Mention or Information Only – From CFO****Resolved:**

That the Matters Generally for Brief Mention or Information Only from the Chief Financial Officer be received and noted.

**Moved:** Cllr Turnbull

**Seconded:** Cllr Walford

**CARRIED**

*The meeting adjourned for lunch at 1:15pm. The meeting resumed at 1:50pm.*

**14/2018/30 Resolution to authorise transfer of road authority****Resolved:**

That Council resolves to authorise the transfer of authority to Walgett Shire Council of Kaolin Street.

**Moved:** Cllr Turnbull

**Seconded:** Cllr Smith

**CARRIED**

*Cllr Murray left the Meeting Room at 2:07pm*

| 14/2018/31 Resolution of Development Application 2018/019                                                                                                                |                |                 |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|-----------------|
| <b>Resolved:</b>                                                                                                                                                         |                |                 |
| That Council resolves to approve Development Application 2018/017 for a change of use, associated alteration and installation of commercial kitchen on Lot 38 DP 613418. |                |                 |
| <b>Moved: Clr Keir</b>                                                                                                                                                   |                |                 |
| <b>Seconded: Clr Cameron</b>                                                                                                                                             |                |                 |
| <b>CARRIED</b>                                                                                                                                                           |                |                 |
| <b>PLANNING DIVISION</b>                                                                                                                                                 |                |                 |
| <b>For</b>                                                                                                                                                               | <b>Against</b> | <b>Absent</b>   |
| Clr Ian Woodcock                                                                                                                                                         | Nil            | Clr Bill Murray |
| Clr Manuel Martinez                                                                                                                                                      |                |                 |
| Clr Jane Keir                                                                                                                                                            |                |                 |
| Clr Michael Taylor                                                                                                                                                       |                |                 |
| Clr Lawrence Walford                                                                                                                                                     |                |                 |
| Clr Kelly Smith                                                                                                                                                          |                |                 |
| Clr Robert Turnbull                                                                                                                                                      |                |                 |
| Clr Tanya Cameron                                                                                                                                                        |                |                 |

| 14/2018/32 Walgett CBD Upgrades – Proposed Façade Development                                                                                                                                                                                                                                                                                                                                                                           |  |  |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|--|
| <b>Resolved:</b>                                                                                                                                                                                                                                                                                                                                                                                                                        |  |  |
| That Council provide a contribution up to \$5000 towards the development of the façade at 'Stone's Throw' owned by Katie Murray, payable upon satisfactory completion of the works; Allow other premise owners within the Main Street to make their own application to Council for funding where the owner is the applicant and the applicant is able to demonstrate they meet the objectives of the Fox Street Beautification Project. |  |  |
| <b>Moved: Clr Cameron</b>                                                                                                                                                                                                                                                                                                                                                                                                               |  |  |
| <b>Seconded: Clr Walford</b>                                                                                                                                                                                                                                                                                                                                                                                                            |  |  |
| <b>CARRIED</b>                                                                                                                                                                                                                                                                                                                                                                                                                          |  |  |

*Clr Murray returned to the Meeting Room at 2:17pm*

| 14/2018/33 Resolution of Development Application 2018/019                                                      |                |               |
|----------------------------------------------------------------------------------------------------------------|----------------|---------------|
| <b>Resolved:</b>                                                                                               |                |               |
| That Council resolves to approve Development Application 2018/019 for a roof and verandah on Lot 44 DP 555138. |                |               |
| <b>Moved: Clr Keir</b>                                                                                         |                |               |
| <b>Seconded: Clr Turnbull</b>                                                                                  |                |               |
| <b>CARRIED</b>                                                                                                 |                |               |
| <b>PLANNING DIVISION</b>                                                                                       |                |               |
| <b>For</b>                                                                                                     | <b>Against</b> | <b>Absent</b> |
| Clr Ian Woodcock                                                                                               | Nil            | Nil           |
| Clr Manuel Martinez                                                                                            |                |               |
| Clr Bill Murray                                                                                                |                |               |
| Clr Jane Keir                                                                                                  |                |               |

Clr Michael Taylor  
Clr Lawrence Walford  
Clr Kelly Smith  
Clr Robert Turnbull  
Clr Tanya Cameron

**14/2018/33 Draft Walgett Waste Management Strategy**

**Resolved:**

That Council endorse the Draft Waste Management Strategy and request IEC to prepare the document for Public Consultation.

**Moved:** Clr Walford  
**Seconded:** Clr Turnbull  
**CARRIED**

**14/2018/34 Landfill Management and Operations – Walgett and Lightning Ridge**

**Resolved:**

That in light of concerns regarding the future of the waste management in the Shire and subject to the contractor agreeing, the current contract be extended and a future report be submitted to an early meeting to allow Council to determine the future management options for both landfills; Walgett and Lightning Ridge.

**Moved:** Clr Woodcock  
**Seconded:** Clr Keir  
**CARRIED**

**14/2018/35 Matters for Brief Mention or Information Only from Director of Environmental Services**

**Resolved:**

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

**Moved:** Clr Turnbull  
**Seconded:** Clr Woodcock  
**CARRIED**

**14/2018/36 Monthly RMCC works Report from Director Engineering / Technical Services**

**Resolved:**

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

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



Clr Turnbull and Clr Martinez left the Meeting Room at 2:33pm and Clr Woodcock chaired the meeting.

| 14/2018/37 Matters Generally For Brief Mention or Information Only – Engineering/ Technical Services                                                                                                                                                  |                    |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|
| <b>Resolved:</b>                                                                                                                                                                                                                                      |                    |
| That Council receives and note the Matters Generally for Brief Mention or Information Only presented by the Director Engineering/ Technical Services. The Acting General Manager noted arrangements for the operation of drought relief water supply. |                    |
| <b>Moved:</b>                                                                                                                                                                                                                                         | <b>Clr Walford</b> |
| <b>Seconded:</b>                                                                                                                                                                                                                                      | <b>Clr Taylor</b>  |
| <b>CARRIED</b>                                                                                                                                                                                                                                        |                    |

Clr Turnbull and Clr Martinez returned to the Meeting Room at 2:38pm. Clr Martinez resumed the position of chairing the meeting.

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

Clr Murray

Q1: Tafe college fence has been damaged for 12 months, what's happening?

Clr Cameron

Q1: Chris Shaw is currently Acting Principle – can we have him present to Council in closed session at the next meeting?

Q2: Sign – Tourist information at Burren Junction, can it be fixed now and not in the next budget

Clr Keir

Q1: at the last meeting it was requested that we analyse the bore water at Walgett to see if it was ok to use on Parks and Gardens

Q2: What is the situation with the water Walgett town water, supply from the Namoi?

Q3: if there is no available water we should withhold laying lawn at the Walgett cemetery

Q4: Following on from the last meeting has there been any follow up on the levee bank, is it safe on the Eastern side?

Q5: Can we bring water over the weir from the Barwon?

Clr Taylor

Q1: Bridge approach coming to Carinda needs attention, very rough approach

Q2: Banners in streets of Lightning Ridge, can our workforce check these following the recent windy days

Q3: Dog catcher trips to Colly, Lightning Ridge and Grawin, can I have the trip numbers to Lightning Ridge?

Q4: How many apprentices does the Walgett shire offer and in what categories?

Clr Walford

Q1: Gan Bruce, concern over his pool having no safety fence, playground equipment behind his house.

Clr Turnbull

Q1: Can we review our water connection policy for people on the outskirts of town that need water due to dry condition

Q2: Can we get a report on how much it costs per km to tar roads after they are formed and gravelled?

Q3: Can Telstra come to the next meeting re phone service?

**Close of Meeting**

The meeting closed at 3.30pm.

To be confirmed at the next meeting of Council.

\_\_\_\_\_  
Mayor

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

## 7.2 MINUTES OF THE EXTRA ORDINARY COUNCIL MEETING HELD – 16 OCTOBER 2018

| Minutes of Ordinary Council Meeting – 30 October 2018                                                                                                                                                                                         |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <p>That the minutes of the Extra Ordinary Council meeting held 30 October 2018 having been circulated be confirmed as a true and accurate record of that meeting.</p> <p><b>Moved:</b><br/><b>Seconded:</b></p> |

**Attachment**

Minutes of Meeting held 16 October 2018.



## **MINUTES FOR EXTRA ORDINARY COUNCIL MEETING**

**16 October 2018**

Paul Mann  
**ACTING GENERAL MANAGER**

16 October 2018

Extra Ordinary Council Meeting

Council Minutes



**MINUTES OF THE EXTRA ORDINARY MEETING OF THE WALGETT SHIRE COUNCIL  
HELD AT THE WALGETT SHIRE COUNCIL CHAMBERS ON  
TUESDAY 16 OCTOBER 2018 AT 10:16 AM**

**PRESENT**

Clr Manuel Martinez (Mayor)  
Clr Ian Woodcock (Deputy Mayor)  
Clr Jane Keir  
Clr Michael Taylor  
Clr Lawrence Walford  
Clr Kelly Smith  
Clr Robert Turnbull  
Clr Bill Murray  
Christian Morris

**Leave of Absence**

**15/2018/1 Leave of absence**

**Resolved:**

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

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

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

**15/2018/2 Move into Closed Session at 10.17am**

**Resolved:**

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

(a) Personnel matters concerning particular individuals (other than councillors)

**Moved:** Clr Woodcock  
**Seconded:** Clr Taylor  
**CARRIED**

**15/2018/3 General Manager Recruitment**

**Resolved:**

I. That Council note that the General Manager recruitment process has been undertaken having given consideration to the Guidelines for the Appointment and Oversight of General Managers issued by the Department of Local Government (now Office of Local Government) July 2011.

II. That in accordance with the Guidelines for the Appointment and Oversight of General Managers issued by the Department of Local Government (now Office of Local Government) Council authorises the Mayor to:

|                                                                                                                                                                                                                                                                                                                                                               |              |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|
| a. Offer the preferred candidate, as determined by Council, the position of General Manager of Walgett Shire Council.                                                                                                                                                                                                                                         |              |
| b. Offer the second preferred candidate, as determined by Council, the position of General Manager of Walgett Shire Council in the event that negotiations with the preferred candidate prove unsuccessful.                                                                                                                                                   |              |
| III. That pursuant to clause 400 of the Local Government (General) Regulation 2005, the Council resolves that the seal of the Council be affixed to the Contract of Employment should terms be agreed in accordance with recommendation two (above). The contract is the Office of Local Government Standard Contract for the Employment of General Managers. |              |
| IV. That in accordance with section 11(3) of the Local Government Act that Council resolves that the General Manager Recruitment Report, all attachments to that report and any personal information of candidates be treated as confidential.                                                                                                                |              |
| Moved:                                                                                                                                                                                                                                                                                                                                                        | Clr Woodcock |
| Seconded:                                                                                                                                                                                                                                                                                                                                                     | Clr Taylor   |
| CARRIED                                                                                                                                                                                                                                                                                                                                                       |              |

#### 15/2018/4 Return to Open Session at 1.29pm

##### Resolved:

That Council return to open session.

Moved: Clr Keir  
Seconded: Clr Turnbull  
CARRIED

#### 15/2018/5 Adoption of Closed Session Reports

##### Resolved:

That Council adopt the recommendation of the Closed Committee Report.

Moved: Clr Murray  
Seconded: Clr Keir  
CARRIED

#### Close of Meeting

The meeting closed at 1:30 pm

To be confirmed at the next meeting of Council.

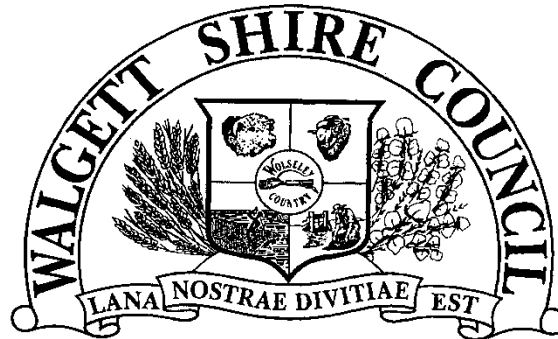
\_\_\_\_\_  
Mayor

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

## 8. MAYORAL MINUTES

The mayoral report will be tabled at the meeting.

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



## **AGENDA FOR CLOSED COUNCIL MEETING**

**30 October 2018**

**NOTICE IS HEREBY GIVEN** pursuant to clause 7 of Council's Code of Meeting Practice that the Closed Council Meeting of Walgett Shire Council will be held at the **Walgett Shire Council on 30 October 2018** to discuss the items listed in the Agenda.

Paul Mann  
**ACTING GENERAL MANAGER**

## Agenda

### 9. MOVE INTO CLOSED SESSION

#### MOVE INTO CLOSED SESSION

**Time:** .....

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

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

(c) That information that would, if disclosed confer a commercial advantage on a person with whom the Council is conducting business (or proposed to conduct business)

(d) That the matter and information is commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

**Moved:**

**Seconded:**

### 10. CONFIDENTIAL REPORTS/CLOSED COUNCIL MEETING

#### 10.1 ACTING GENERAL MANAGER

##### 10.1.1 SENIOR STAFF CONTRACTS

#### 10.2 ACTING DIRECTOR ENGINEERING/TECHNICAL SERVICES

##### 10.2.1 CUMBORAH BORE UPDATE

### 11. Return to Open Session

### 12. Adoption of Closed Session Reports

## 13. REPORTS OF COMMITTEES/DELEGATES

### 13.1 LOCAL AREA TRAFFIC COMMITTEE MEETING MINUTES – 4<sup>TH</sup> OCTOBER 2018

| Local Area Traffic Committee Minutes –4 <sup>th</sup> October 2018                                                                                                                                                                                                                       |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <p>That the minutes of the LATC meeting held on 4<sup>th</sup> October 2018 having been circulated be received and noted and the recommendations contained therein are adopted as resolutions of Council.</p> <p><b>Moved:</b></p> <p><b>Seconded:</b></p> |

**Attachment**

Minutes of Meeting below.

## MINUTES

### PRESENT

|                |                                                                          |
|----------------|--------------------------------------------------------------------------|
| David Vant     | (Road Safety & Traffic, Western Region, RMS NSW)                         |
| Raymond Graham | (Acting Director Engineering/Technical Services - Walgett Shire Council) |
| Ian Woodcock   | (Deputy Mayor – Walgett Shire Council)                                   |
| Sharon Girling | (Administration Service Coordinator – Engineering/Technical Services)    |

### 1. APOLOGIES

#### Apologies – 4<sup>th</sup> October 2018

##### Recommendation:

|                   |                                                  |
|-------------------|--------------------------------------------------|
| Paul Mann         | (Acting General Manager - Walgett Shire Council) |
| Manuel Martinez   | (Mayor – Walgett Shire Council)                  |
| Kelly Smith       | (Councillor - Walgett Shire Council)             |
| Snr Con. Ben Paul | (NSW Police)                                     |
| SGT Ben Tuckett   | (NSW Police)                                     |

**Moved:** David Vant

**Seconded:** Ian Woodcock

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

NIL

### 3. CONFIRMATION OF MINUTES

#### Minutes of Local Area Traffic Committee Meeting – 2<sup>nd</sup> August 2018

##### Resolved

1. That the minutes of the Local Area Traffic Committee meeting held 2<sup>nd</sup> August 2018, have been circulated, be confirmed as a true and accurate record of that meeting.

**Moved:** Ian Woodcock

**Seconded:** David Vant

#### 4. MATTERS ARISING FROM PREVIOUS MEETING

##### Lightning Ridge Public School Bus Zone

- Email sent from Prue Britt to Sylvester, not actioned as yet. David Vant to contact the committee via email

##### George Sands Way Design

- David Vant has spoken to Land Council and has received permission to visit both missions. Speed zone will be reviewed and action before the end of the year.

##### Kamilaroi Highway/Merrywinebone Intersection

- A revised quote was received – double to original one. David Vant to find more funding to complete the works

##### Signage on leaving surrounding towns needed regarding no unleaded fuel in Burren Junction

- David is awaiting a response from RMS

##### Pedestrian Crossing Collarenebri School

- Letter has been completed and sent off

##### Finger signs for Burren Junction Cemetery, Waste Facility and Public Toilets

- Have been ordered

##### Pedestrian Crossing Collarenebri School

- Letter has been completed and sent off

##### Sign placement for Lightning Ridge Markets

- Sign is being made by WSC and will be place along Bill O'Brien way

##### Presentation Evening

- Placed on back burner at the moment



**5. REQUEST FOR SPEED HUMPS FANTASIA STREET, LIGHTNING RIDGE**

| RECOMMENDATION                                                                                                                                                                            |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> <li>• That Council not place Speed humps in Fantasia Street, Lightning Ridge</li> <li>• Police be request to increase patrol on this street</li> </ul> |
| <b>Moved:</b> David Vant                                                                                                                                                                  |
| <b>Seconded:</b> Ian Woodcock                                                                                                                                                             |

**6. EXTENSION OF BUS ROUTE, LORNE ROAD LIGHTNING RIDGE**

| RECOMMENDATION                                                                                                                                                                      |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> <li>• Acting Director Engineering/ Technical Services will do an inspection and risk assessment and communicate via email to the LATC</li> </ul> |
| <b>Moved:</b> Ian Woodcock                                                                                                                                                          |
| <b>Seconded:</b> David Vant                                                                                                                                                         |

**7. REQUEST FOR SIGNAGE CORNER BLACK PRINCE DR AND FLAMINGO ST, LIGHTNING RIDGE**

| RECOMMENDATION                                                                                                                                                   |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> <li>• That Council place Chevron boards close to the gutter in Black Prince Dr at the Intersection of Flamingo St.</li> </ul> |
| <b>Moved:</b> Ian Woodcock                                                                                                                                       |
| <b>Seconded:</b> David Vant                                                                                                                                      |

**8. GENERAL BUSINESS**

- Centrelines – line marking needed along Agate & Pandora Street, Lightning Ridge. Acting Director Engineering/Technical Services to investigate and action
- Len Cran Park – signage has been removed, to be looked into renaming the park.

**9. CONFIRMATION OF NEXT MEETING**

- Thursday 6<sup>th</sup> December 2018 at 10am

**10. CLOSE OF MEETING**

- 10.55am

**Site Assessment Request for School Bus Route Extension to Lorne Station Caravan Park Turnoff**

In line with the request received from NRC Buses Pty Ltd, a site assessment was undertaken by Ray Graham on 9 October 2018 at 8:30am. The tools used for the assessment were from the Advice for choosing locations of informal school bus stops, Centre for Road Safety, December 2016.

The assessment notes and site photos are attached

| Issue                                                         | Assessment comment                                                                                                                                                                                                                                  |                                                                                                                                                                                     |
|---------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Sight Lines for vehicles approaching from behind the bus      | Bus initially coming out from Lightening Ridge direction, turning around at pickup and then driving back in towards Lightening Ridge                                                                                                                | Sight Distance to North in excess of 280m and South over 350m – adequate sight distance. Noting road unsealed for a distance of 180 metres towards Lightening Ridge in 100km/h zone |
| Sight lines for vehicles approaching from in front of the bus | As above                                                                                                                                                                                                                                            | As above                                                                                                                                                                            |
| Road shoulder width for a bus to stop clear of traffic        | Road width of Lorne Road is approximately 7 metres with straight approach and adequate sight distance for vehicles to overtake safely. Also Intersection for Caravan Park entrance approx. 5 m width with large hard area to enable bus turn around | Refer photo 3,4 and 5                                                                                                                                                               |
| Waiting area for school children                              | Adequate width and safe pull off area within entrance to Caravan Park                                                                                                                                                                               | Refer photo 5                                                                                                                                                                       |
| Pedestrian Route to and from the bus stop                     | Flat well formed area. No restrictions                                                                                                                                                                                                              | Refer photo 5                                                                                                                                                                       |
| Potential Wet weather issues                                  | Lorne Road – good shape with well formed compacted gravel surface. Entrance road compacted gravel for 30m                                                                                                                                           | Refer photo 3 and 4                                                                                                                                                                 |
| Location relative to intersections                            | Location at property entrance where children reside. Nearest intersection over 1000 metres away being aerodrome entrance                                                                                                                            |                                                                                                                                                                                     |
| Location relative to other bus stops                          | Nearest stop over 500m away                                                                                                                                                                                                                         |                                                                                                                                                                                     |
| Parking, where there are multiple families using a bus stop   | Adequate room to park in property entrance                                                                                                                                                                                                          | Note Photo 5                                                                                                                                                                        |

On review of the above criteria without adequate traffic count data, this route extension appears to meet the safety criteria for an informal school bus stop. Providing the school bus operator observes their own safety management and daily safety assessment of the prevailing conditions.



Photo 1 Looking East from Caravan Park Entrance



Photo 2 Looking from Lorne Road down Caravan Park entrance





Photo 3 Looking North Along Lorne Road towards Lightening Ridge



Photo 4 Looking South from Entrance along Lorne Road



Photo 5 Looking West along Caravan Park Entrance

**Recommendation**

That Council approve the extension of the Bus Route on Lorne Road to the entrance to Lorne Station Caravan Park.

## **14. MOTIONS OF WHICH NOTICE HAS BEEN GIVEN – Nil**

## 15. REPORTS FROM OFFICERS

### 15.1 ACTING GENERAL MANGER

#### 15.1.1 COUNCIL'S DECISION ACTION REPORT

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

---

**Summary:**

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

**Background:**

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

**Current Position:**

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

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

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

**Relevant Reference Documents/Policies:**

Resolution Register

**Governance issues:**

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

**Environmental issues:**

Nil

**Stakeholders:**

Council and Manex Team

**Alternative Solutions/Options:**

Nil

**Conclusion:**

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

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

**Attachment:**

Resolution Register



| <b>Date</b> | <b>Ref</b> | <b>Resolution</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | <b>Dpt</b> | <b>Updates</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | <b>Status</b> |
|-------------|------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|
| 27.05.14    | 8/2014/21  | <p>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.</p> <p>That the General Manager</p> <ol style="list-style-type: none"> <li>1. Invite expressions of interest for the development of all or part of the CBD parking area</li> <li>2. Consider submitting a tender price for land adjoining the CBD car park.</li> <li>3. Advise the parties who have forwarded a draft MOU of the course of action Council is taking.</li> </ol>                                                                                                                                                           | GM         | <p>15.09.14 Negotiations continuing.<br/> 22.10.14 Awaiting draft MOU.<br/> 1.06.15 MOU being delayed because of ongoing drought conditions<br/> 18.11.15 Report to November Meeting<br/> 31.5.16 Report to May Meeting 2016<br/> 19.07.16 EOI called closing 25 July 2016<br/> 25.1.16 EOI lodged<br/> 5.1.17 applicant drafting up detailed proposal for consideration<br/> 18.4.17 applicant followed up<br/> 21.7.17 arranging to meet early August 2017<br/> 16.10.17 again requested meeting<br/> 23.11.17 Expression of Interest advertised and closed on 22 November 2017, 1 submission received.<br/> 19.12.17 The action proposed of drafting a memorandum of understanding be endorsed.</p>                                                                                                                                                                                                                                                                                                                                       |               |
| 10.02.15    | 1/2015/11  | <p>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.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | CFO        | <p>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<br/> 27.6.17 In Progress</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |               |
| 24.03.15    | 2/2015/4   | <p>That Walgett Shire Council write to the minister for Western NSW, The Hon Kevin Humphries MP requesting the following:</p> <ol style="list-style-type: none"> <li>1. That Crown lands investigate the establishment of a community based trust to manage the Lightning Ridge Crown Reserve.</li> <li>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 &amp; Energy.</li> <li>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.</li> </ol> | GM         | <p>20.4.15 Letter to New Minister<br/> 10.06.15 issue raised with new Minister<br/> 06.08.15 meeting held with new minister in Sydney<br/> 18.8.15 Report to August Meeting<br/> 31.10.15 Trust being established<br/> 19.07.16 awaiting appointment of industrial chairperson.<br/> 31.1.17 Crown Lands representatives to address council February council meeting<br/> 28.2.17 Awaiting Ministerial announcement<br/> 5.4.17 GM nominate as additional Council delegate<br/> 16.10.17 awaiting ministerial appointments<br/> 19.3.18 Appointments gazetted</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |               |
| 24.03.15    | 2/2015/38  | <ol style="list-style-type: none"> <li>1. That Council receive and note the report</li> <li>2. That Council endorse the action taken by General Manager to commence the weir raising project</li> <li>3. Resolve the issue of ownership of the weir and approve to raise the weir height.</li> </ol>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | DETS       | <p>Consultant engaged<br/> Site investigation is scheduled on 25-26th June 2015<br/> Site investigation for, geotech, REF and Heritage and historical items completed.<br/> 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.<br/> 28.4.17 WNSW writes to DPI Fisheries advising that they would only consider the project if section 128 obligation are not borne by them.<br/> 22.6.17 Infrastructure NSW, Council and Public Works held teleconference to discuss resolution of standoff between WNSW and DPI Fisheries regarding fishway funding.<br/> 18.09.17 Infrastructure NSW advised Council to apply for additional funds for the fishway.<br/> 20.10.2017 Council applied for additional funding under SSWP and received invitation for a detailed application.<br/> 23.11.17 Meeting scheduled for December 2017 to discuss ownership<br/> 24.1.18 Business case submitted for SSWP funding.</p> |               |
| 24.04.16    | 26/2016/3  | <ol style="list-style-type: none"> <li>1. That the content of the report be noted</li> </ol>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | CFO        | <p>27.05.16 Nil<br/> 20.10.16 Town Planner developing on master plan for facility</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |               |

WALGETT SHIRE COUNCIL AGENDA – 30 October 2018 – ORDINARY COUNCIL MEETING

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|          |            | 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.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |      | 27.6.17 In progress<br>23.11.17 Grant application for multi-purpose facility for LR showground unsuccessful<br>13.12.17 CFO to investigate alternative funding & design<br>19.4.18 New grant application SCC Round 2                                               |  |
| 24.04.16 | 29/2016/3  | 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.                                                                                                                                                                                                    | DES  | 20.08.2018: The NEW DRAFT Strategy has been submitted to DOPE for endorsement.                                                                                                                                                                                     |  |
| 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.                                                                                                                                                                                                                                                                                                                                                                                        | DES  | 18/02/2018. Legal advice (verbal) has been obtained as to how to proceed with this matter, given the costs involved in resolving the issue. A further report is required to Council for action.                                                                    |  |
| 26.07.16 | 14/2016/8  | 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.                                                                                                                                                                                 | GM   | 30.1.17 awaiting calling of EO's for Round 3 of programme and Councils bid on SR103<br>18.4.17 Councils bid for SR103 on short list for funding<br>1.8.17 5.4 million approved awaiting funding agreement before proceeding<br>16.10.17 Awaiting funding agreement |  |
| 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                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | CFO  | 2.11.16 Council to consider construction of a turf pitch as a project under drought employment program.<br>27.6.17 In progress<br>18.4.18 Investigations under way to place new pitch at School Oval or Recreation ground                                          |  |
| 22.11.16 | 12/2016/4  | 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.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | DETS |                                                                                                                                                                                                                                                                    |  |
| 22.11.16 | 12/2016/24 | 1. Defer the consideration of \$160,000 for the Lightning Ridge CBD Upgrade till the December Meeting 2016 to allow further discussions by Council.<br>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.<br>3. Write to Walgett businesses with heavy gauge wire screens and offer to replace them with 'Crim-Safe' mesh.<br>4. Give public notice of allocation of Walgett CBD Upgrade funds to individual businesses for a minimum of 28 days, by:<br>- Advertising the strategy in the Walgett Spectator.<br>- Making the strategy available as a pdf file via Council's web site.<br>5. Allocate the \$157,246 balance of Collarenebri CBD Upgrade funds to paving. | DES  | 7.06.2018 New Concept Report for Walgett CBD upgrade report currently being developed.                                                                                                                                                                             |  |
| 13.12.16 | 13/2016/16 | 1. Develop a vision for the Walgett Shire Council Waste Management Strategy;<br>2. Prepare an RFQ for a consultant to prepare a waste management strategy for the Walgett Shire Council incorporating a number of models for comparison based on Council's vision.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | DES  | 7.06.2018 – DRAFT Strategy in development. Waste Audit at LR and Walgett to occur early September 2018.                                                                                                                                                            |  |
| 28.03.17 | 1/2017/27  | That Council receive and note the information. Council's GIS Officer, DES and Senior Environmental Health Officer to conduct vegetation studies against the new maps as proposed by NSW RFS and any counter proposals to be submitted to the NSW RFS in due course.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | DES  | 7.06.2018 – Council at the May meeting agreed to attend a Skype meeting with RFS. DES awaiting confirmation from RFS as to a suitable date for the meeting to occur.                                                                                               |  |
| 28.03.17 | 1/2017/28  | Lightning Ridge CBD Upgrade<br>That Council review the options and costings of pavers, stencil crete and turf in Morilla Street Lightning Ridge as part of the CBD upgrade program.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | DES  | Council has lodged a grant for the proposed works under Stronger Country Communities Program.<br>8.2.18 Works to commence Feb 2018.                                                                                                                                |  |
| 28.04.17 | 3/2017/5   | Investigate the feasibility of moving the Visitor Information Centre to Apex Park consulting with rate payers regarding Design and Position. One suggestion by a rate payer was to have a building made in the form of a large Silo. Inside the Silo would showcase information regarding Tourism and an outline of the History & Agricultural progression of the Shire                                                                                                                                                                                                                                                                                                                                                                                                                    | GM   | 23.5.17 to be investigated July 2017<br>31.7.17 Being investigated as part of Regional Growth Funding proposal                                                                                                                                                     |  |

WALGETT SHIRE COUNCIL AGENDA – 30 October 2018 – ORDINARY COUNCIL MEETING

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| 28.04.17 | 3/2017/22 | That Council considers realigning the 35km section of Ridge Road from Shermans Way and Burranbaa Road intersection to Angeldool Road intersection - Option 4 (Realignment across Big Warrambool).<br>That Council consult with affected landholders with regards to Option 4.<br>This option includes a bridge across Big Warrambool and land acquisition. Social, environmental impacts should be assessed before this option is implemented. In addition, geotechnical, hydrologic studies must be conducted for this option. Topographical survey and designs must also be completed prior to implementation. | DETS | 9.8.17 Surveyor engaged<br>22.8.17 Report to Council to resolve for compulsory acquisition.<br>5.9.17 GM and DETS held talks with Brian Lees, Al Lees and Norman Lees of Tipperary and Ringwood regarding alignment next to their property. They will sketch their preferred alignment and send to Council.<br>21.11.17 DETS held talks with Peter Scoles. He has indicated no objection.<br>7.12.17 Consulting held with Brian, Sue and Nathan Lees of Tipperary. Three options selected. DETS to cost options and hold further consultation with Lees's.<br>12.04.18 DETS meets Lees's and all agree on Option 2.<br>16.08.18 Additional survey ongoing |  |
| 28.04.17 | 3/2017/25 | That Council using the "Open Tendering" method call Tenders for the restoration of the Colless Grandstand at the Walgett Showground.                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | CFO  | 27.6.17 In Progress – Request for Engineers Report<br>13.12.17 Engineers report required<br>5.2.18 waiting on information from structural engineer<br>18.4.18 Engineer inspected facility, costing and report underway<br>21.8.18 Costing for refurbishment underway                                                                                                                                                                                                                                                                                                                                                                                      |  |
| 23.5.17  | 4/2017/18 | That the report regarding the Collarenebri Agency be received<br>That a Business Plan be completed for the Agency options<br>The Agency residence be made available for immediate lease                                                                                                                                                                                                                                                                                                                                                                                                                          | CFO  | 27.6.17 In Progress – Business plan underway & Lease of agency residence completed<br>18.4.18 Report due for May 2018 meeting<br>21.8.18 Council resolved to retain agency                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |  |
| 23.5.17  | 4/2017/23 | Walgett CBD Mesh Façade Removal<br>That Council resolve to amend the 22 November 2016 resolution. "Allocate the Walgett CBD Upgrade funds of \$80,335 to fully fund removal of heavy gauge wire screens and replace them with 'Crim-Safe' mesh, as required" to 'Allocate the Walgett CBD Upgrade funds balance of \$80,335 to fully fund removal of heavy gauge wire screens and replace them with "Crim-Safe" mesh or acrylic/ polycarbonate glass, as required'                                                                                                                                               | DES  | 7.06.2018 – New concept under consideration.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |  |
| 23.5.17  | 4/2017/31 | Local Government Reform – Western Division Group of Council – Strategic Proposal<br>That Council support the approach in the Western Division Group of Councils Strategic concept paper and make a four year commitment to the concept and commit to paying a \$9,000 (ex GST) p.a membership fee                                                                                                                                                                                                                                                                                                                | GM   | 23.5.17 Western Division advised<br>9.8.17 awaiting advice from Western Division<br>16.10.17 awaiting response from OLG<br>28.02.18 no decision by Western Division                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |  |
| 23.5.17  | 4/2017/34 | Lightning Ridge Bore Baths<br>1. Council receive the CFO report<br>2. Council make provision of \$100,000 in the 2017/18 budget for renewal of the Lightning Ridge Bore Bath between Nov 17 and April 18<br>3. Recommendations of the structural assessment be implemented<br>4. The General Manager arrange for a design and cost of the bore bath renewal and submit this to Council for consideration                                                                                                                                                                                                         | CFO  | 27.6.17 Quotation for design & construction to be called in coming months. Work to be carried out during November 17 to March 18<br>18.9.17 CFO in discussions with firm for engineers design<br>18.10.17 CFO Issued purchase order for design of new tank<br>22.11.17 Draft plan Received -RFQ to be issued<br>13.12.17 Waiting on new specifications & plan<br>18.4.18 Project postponed until November 2018.<br>18.4.18 RFQ to be issued and contractor engaged prior to October 2018                                                                                                                                                                  |  |
| 29.06.17 | 6/2017/19 | That Council adopt the following package of economic development incentives;<br>1. Development facilitation<br>2. Refunding of Development application fees<br>3. Section 94 Concessions<br>4. Service and connection fees<br>5. Online support<br>6. Employee subsidies<br>7. Building Protection/Beautification                                                                                                                                                                                                                                                                                                | GM   | 7.8.17 GM preparing media releases and formal package document.<br>16.10.17 packages in draft                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |  |
| 29.06.17 | 6/2017/32 | 1. That Council approves RFDS SE section's proposal to develop and implement RNAV procedure for Collarenebri Aerodrome, subject to identification of costs implications of certifying/registering the Aerodrome.<br>2. That Council approves annual expenditure on installation of an additional IWI, RNAV maintenance (\$15,000 p.a.), safety inspection (\$5,000 p.a.) and ongoing/additional training for AROs.                                                                                                                                                                                               | DETS | Investigation into cost implications and feasibility of certifying / registering the aero drome is ongoing.<br>16.08.18 Cost for certifying/registering the Aerodrome reported by RFDS to outweigh benefit of RNAV. So the proposal has been shelved.                                                                                                                                                                                                                                                                                                                                                                                                     |  |
| 29.06.17 | 6/2017/36 | 1. WDSC provide 100mm filtered connection ONLY for firefighting purposes. If an extension is required from Council's 100mm main it be at WDSC's cost.<br>2. Council reclassify the proposed 100mm filtered connection as a "firefighting hydrant" which does not attract an annual charge.<br>3.WDSC at their expense convert the existing 100mm raw water connection to a 25mm raw metered connection and Council levy the appropriate access charge, as per (5) below.                                                                                                                                         | CFO  | Letter written to WDSC<br>18.9.17 WDSC has met with WSC representatives to establish requirements<br>22.11.17 In progress<br>5.2.18 Representatives from WDSC met with Council staff & Environmental Services                                                                                                                                                                                                                                                                                                                                                                                                                                             |  |

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|          |            | <p>4. Council write off the 100mm raw water charges incorrectly raised in 2015, 2016 and 2017 totalling \$33,357.17 plus any interest charges.</p> <p>5. Council levy a non-residential access charge for a non-residential raw water charge for 2015, 2016 and 2017 totalling \$2,101.73 for the 25mm raw water connection.</p> <p>6. Council ensure that the WDSC has a suitable filtered water connection and access charge in place.</p> <p>7. The above be conditional on the Club commencing its own (Internal) firefighting compliance program which must be completed within six (6) months.</p> <p>And further that</p> <p>A physical onsite audit of the Walgett Shire water supplies reticulation system be carried out within six (6) months to ensure all other major water supply users are correctly connected, classified and appropriately charged.</p>                                       |      |                                                                                                                                                                                                                                    |  |
| 22.08.17 | 8/2017/11  | That Council make a contribution of \$10,000 towards the cost of the "Fit for Purpose Infrastructure Study" being undertaken by the Moree based Grower Cooperative Limited provided that MPSC, Narrabri Shire Council, Gwydir Shire Council and CRDC make a matched contribution to the study .                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | GM   | <p>22.8.17 Advised GrowerCo of Council's approval – requested invoice</p> <p>23.11.17 Awaiting invoice for payment</p>                                                                                                             |  |
| 22.08.17 | 8/2017/33  | <p>That Council:</p> <ol style="list-style-type: none"> <li>1. Adopt the Model Code of Conduct for Local Councils in NSW prescribed by Regulation 193(1) of the Local government (General) Regulation 2005 and published in the Gazette on 13 November 2015;</li> <li>2. Adopt the Procedures for the Administration of the Model Code of Conduct for Local Councils in NSW prescribed by Regulation 193(2) of the Local Government (General) Regulation 2005 and published in the Gazette on 7 December 2012;</li> <li>3. Delegate to the General Manager the authority to appoint a Complaints Coordinator as prescribed by the Model Procedure, and</li> <li>4. Adopt the Orana Regional Organisation of Council's panel of Conduct Reviewers as Council's panel of Conduct Reviewers.</li> <li>5. Provision be made in the 17/18 budget for \$10k to cover the cost of code of conduct reviews.</li> </ol> | GM   | <p>22.8.17 Documents adopted</p> <p>01.9.2017 M/s Bronte Kerr appointed as complaints co-ordinator</p> <p>30.09.2017 \$10k allocation in QBRs review</p> <p>20.03.18 Review to be tabled at March 2018 Meeting</p>                 |  |
| 26.09.17 | 9/2017/25  | That Council resolve to acquire Mr. and Mrs Raymond Pike's land within which the current Council-maintained section of O'Neils Road runs, then surrender the Council-Controlled section of corridor to Mr And Mrs Raymond Pike.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | DETS | <p>8.9.17 DETS hold talks with Mr Raymond Pike and his wife. They verbally agreed to the swap.</p> <p>5.11.17 Quotes received for cadastral survey</p> <p>30.03.18 Cadastral survey completed</p>                                  |  |
| 26.09.17 | 9/2017/26  | <ol style="list-style-type: none"> <li>1. That Council resolves to authorise acquisition by compulsory process, of the Walgett Levee corridor through Lot 7024 DP1021106, Lot 7012 DP1021112, Lot 7301 DP1155276, Lot 7013 DP1030416, Lot 7300 DP1155957, Lot 702 DP1051575, Lot 7001 DP1051908, Lot 3 DP1123824, Lot 703 DP1056310, Lot 7031 DP1055946 and Lot 7009 DP1055947.</li> <li>2. That Council resolves to make an application to the Minister to approve the compulsory acquisition process.</li> </ol>                                                                                                                                                                                                                                                                                                                                                                                             | DETS | <p>5.11.17 Quote received for cadastral survey</p> <p>10.1.18 Quote accepted</p> <p>16.08.18 Survey ongoing</p>                                                                                                                    |  |
| 26.09.17 | 9/2017/27  | <ol style="list-style-type: none"> <li>1. That Council engage a consultant for the investigation of the alternatives to improve pre-treatment and prepare a concept design &amp; business case for funding for the Collarenebri Water Supply.</li> <li>2. That Council proceeds with the compulsory acquisition of additional land for the construction of recommended pre-treatment.</li> <li>3. Lodge an expression of interest (EOI) for the safe and secure water programme.</li> </ol>                                                                                                                                                                                                                                                                                                                                                                                                                    | DETS | <p>8.10.17 Council lodges EOI under SSWP</p> <p>9.1.18 Council invited for detailed application</p> <p>26/02/2018 Detailed application submitted.</p>                                                                              |  |
| 24.10.17 | 10/2017/29 | <ol style="list-style-type: none"> <li>1. That Council apply for an interim heritage order</li> <li>2. Seek clarification on the situation on the Minister's office and from LAC</li> <li>3. Request a copy of the report from the Police property branch in relation to the building</li> </ol>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | DES  | <p>Council has advised NSW Police of its intentions, GM and staff have met with the local Police Commander on site, negotiations are continuing.</p> <p>8.2.18 Works have been stopped. Advice to be received from NSW Police.</p> |  |
| 28.11.17 | 11/2017/14 | That Walgett Shire Council continue to push to be allowed to join in as a voting member of OROC joint organisation and seek confirmation that the Western Division Initiative concept will not proceed and Walgett Shire will be able to continue as a stand-alone council.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | GM   |                                                                                                                                                                                                                                    |  |
| 28.11.17 | 11/2017/3  | <ol style="list-style-type: none"> <li>1. That Council receive and note this report and</li> <li>a. Investigate &amp; proceed with land acquisition process for land required for installing the Wind Indicator for Runway 10.</li> <li>And/or</li> <li>b. Allocate additional funding in the budget for constructing an AWIB &amp; ongoing commitment to the budget for operation &amp; maintenance.</li> <li>c. Commence using Runway 28 straight in approach once windsock and safety case approved by CASA.</li> </ol>                                                                                                                                                                                                                                                                                                                                                                                     | DETS | <p>Safety case lodged with CASA</p> <p>28/02/2018 Crownlands license received.</p> <p>30.03.18 IWI installed</p> <p>16.08.18 CASA coming in September 2018 to assess the runway extension</p>                                      |  |
| 19.12.17 | 12/2017/2  | Richard Buckley of Nes's Puddling Dam inc – letter received<br>Council deferred for consideration at the February meeting                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | DES  | 7.06.2018 – to be referred to DETS for action.                                                                                                                                                                                     |  |

WALGETT SHIRE COUNCIL AGENDA – 30 October 2018 – ORDINARY COUNCIL MEETING

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| 19.12.17 | 12/2017/11 | Local Government Refroms – Joint Organisation Announcements<br>WSC consider joining a Joint Organisation once it has the opportunity to review both the new legislation and supporting regulations and had discussion with surrounding Councils                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | GM           | Report to February Meeting                                                                                                                    |  |
| 19.12.17 | 12/2017/24 | Walgett CBD Car Park – From the GM report – action proposed of drafting a memorandum of understanding be endorsed                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | GM           | MOU being drafted                                                                                                                             |  |
| 19.12.17 | 12/2017/25 | Collarenebri Sportsgrounds amenities building – the Council endorse the actions of the CFO in advising Murdi Paaki Regional Rugby League Council that the Council accept the new amenities building asset for the Collarenebri Sports Ground as per concept proposal and the Council shall accept liability for ongoing future maintenance                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | CFO          | 5.2.18 Proposal in the planning phase                                                                                                         |  |
| 8.02.18  | 1/2018/2   | That Council:<br>1. Defer any Special Rate Variation Application to IPART to fund the upgrade of the strategic rural road network until such time as there is majority support for such a proposal.<br>2. Continue to work with the community to achieve a greater level of understanding of the cost and level of services and facilities it provides.<br>3. Lobby relevant state agencies to address an adequate level of maintenance of the road infrastructure network on the opal fields<br>4. Concentrate on providing a consistently high quality water supply to all towns within the Shire.<br>5. Arrange for an independent community satisfaction survey to be undertaken within the next six months.<br>6. Investigate the re-establishment of precinct committees.<br>7. Lobby the State Government to open Opal Prospecting Area (OPA) 4. | GM/<br>CFO   | 19.03.18 ongoing                                                                                                                              |  |
| 13.02.18 | 2/2018/33  | 1. That Council rejects the request for water connection to the property on Lot 100 DP 1076808 since it is located in a non-urban residential zone, and current relevant policy does not permit such connections.<br>2. The Director of Environmental Services to provide a report to the March Council meeting in relation to the illegal water connections in each town after researching previous reports presented to Council.                                                                                                                                                                                                                                                                                                                                                                                                                      | DETS/<br>DES | 15.02.18 Applicant advised of resolution<br>7.06.2018 – GIS Continuing to map illegal water connections to be provided to DETS in due course. |  |
| 27.03.18 | 3/2018/25  | 1. That Council receives and notes the report.<br>2. Council make approaches to Resource and Energy Department through the Member for Barwon to identify possible voids from former mining operations under key streets in the Lightning Ridge Township.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | DETS         |                                                                                                                                               |  |
| 01.05.18 | 5/2018/7   | Can a feasibility study be undertaken into the provision, by Council, of a bus to transport high school students on a daily basis from Walgett to Lightning Ridge High School.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | GM           |                                                                                                                                               |  |
| 01.05.18 | 5/2018/20  | Council note the above report in relation to a three month trial with North West Vets to provide euthanasia services to Council and anticipate a summary of the trial to be tabled in a full report to Council.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | DES          | 20.08.2018 – FINAL report to Council August 2018. On-going relationship to continue.                                                          |  |
| 01.05.18 | 5/2018/28  | It would be appropriate for Council to enter into negotiations with the DoL as the agency responsible for Western Land Leases/Crown Land to undertake maintenance of the private roads on which the “car door tours” operate or alternatively take the necessary steps to dedicate them as public roads.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | GM           |                                                                                                                                               |  |
| 01.05.18 | 5/2018/29  | That Council commence a dialog in relation to the dedication of “backbone” tracks on the opal fields as public roads by DoL under the care and control of Walgett Shire Council with funding sourced by Department of Resources and Energy through mineral claims/licences be made available to Walgett Shire Council for routine maintenance.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | GM           |                                                                                                                                               |  |
| 22.05.18 | 8/2018/9   | That Council development of a footpath policy for all towns and villages in the Shire.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | DES          | 20.08.2018 – report to Council August 2018 for resolution.                                                                                    |  |
| 22.05.18 | 8/218/14   | That Council agree to partner in the State Government’s proposal to re-introduce RPT air services to the Shires of Walgett, Bourke and Cobar.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | GM           | Matter being progressed through JOC                                                                                                           |  |
| 22.05.18 | 8/2018/15  | That Walgett Shire consider accepting the offer to join the Association of Mining and Energy Related Councils (NSW) Incorporated at an annual cost of \$7,630.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | GM           | Council now a member & note next meeting 9 November in Crookwell                                                                              |  |
| 22.05.18 | 8/2018/16  | Northern Joint Organisation – Membership<br>Refer To Minutes For Full Resolution                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | GM           | See report to this meeting – next meeting of JOC on 6 September.                                                                              |  |
| 26.06.18 | 10/2018/16 | Cross Border Tourism Concept- That the General Manager’s report be received and noted and the action taken be endorsed with seed funding of \$5,000 being included in Council’s 2018/19.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | GM           | No further progress                                                                                                                           |  |
| 26.06.18 | 10/2018/22 | That Council finances the fencing project from a transfer from the Lightning Ridge toilet upgrade reserve in 18/19, and the \$20,000 be placed into the Len Cram park fence reserve at the 30th June 2018.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | GM           |                                                                                                                                               |  |

WALGETT SHIRE COUNCIL AGENDA – 30 October 2018 – ORDINARY COUNCIL MEETING

|          |            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |      |                                                                                                                                                                                                                  |  |
|----------|------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| 26.06.18 | 10/2018/28 | That the General Manager's Report be received and noted and the action being taken be endorsed and further that a small working party be established to identify and investigate possible projects for Collarenebri.                                                                                                                                                                                                                                                                                                                                                                        | GM   | Matter being followed up with Warren & Balonne Shire Councils                                                                                                                                                    |  |
| 26.06.18 | 10/2018/30 | That Council (a) Conduct a broad community consultation meeting with local community and showground user groups to determine if users would like the grandstand replaced, and if community support is for a new grandstand Councils proceeds with (b) (c) and (d),<br>(b) Council call for quotations to demolish the existing Colless grandstand<br>(c) Council acquire quotations for the construction of 3 X 5 Tier X 6 m wide prefabricated grandstand system to be erected on the site of the old Colless grandstand.<br>(d) The new structure be called the "Colless Grandstand".     | CFO  | 21.8.18 A second community meeting to be arranged for late September 2018                                                                                                                                        |  |
| 26.06.18 | 10/2018/33 | 1. That Council accepts the tender for Replacement of Kerb and Gutter in Fox St (Euroka – Wee Waa) RFT18/015 from Allkerb in the sum of \$187,306.68 including GST, in accordance with the specifications forming part of the tender document, AND<br>2. That Council accepts the tender for Replacement of Footpath in Fox St (Euroka – Wee Waa) RFT18/016 from Paul Weeks in the sum of \$498,500.00 including GST, in accordance with the specifications forming part of the tender document,<br>Subject to Allkerb and Paul Weeks using local labour during the works.                  | DETS | 10.08.18 Contracts awarded                                                                                                                                                                                       |  |
| 24.7.18  | 12/2018/9  | Council seek clarification and advice from the Office of Local Government with regards the cross regional planning boundary issue and ongoing secretariat funding issue before considering the request to support from Coonamble Shire.                                                                                                                                                                                                                                                                                                                                                     | GM   | No further information – will pursue with JOC Councils                                                                                                                                                           |  |
| 24.7.18  | 12/2018/10 | That Council receive and note the General Manager's report, approach the Federal Government for an extension of the Drought Communities Programme in light of the continuing drought being experienced, not only in Council's area, but across inland NSW and Southern Queensland as well and delegate authority to vary Council's Organisational Structure should the need arise to engage additional staff.                                                                                                                                                                               | GM   | Significant announcement made by Prime Minister on 19/08 – awaiting details on Council involvement. Reviewing already flagged possible projects. Hopefully additional information will be available for meeting. |  |
| 24.7.18  | 12/2018/16 | 1. That a budget adjustment of \$1,511 increasing the 2018-2019 budget from \$16,847 to \$18,358 be approved.<br>2. That the applications for a donation received and due to be received from eligible churches and not-for-profit organisations as per the attached list are approved and the rebates on annual service charges as detailed therein be granted for 2018-2019.<br>3. Council review the section 356 - Rebate to churches and other not for profit organisations policy and procedure.                                                                                       | CFO  | 21.8.18 to be completed at September 2018 QBR                                                                                                                                                                    |  |
| 24.7.18  | 12/2018/17 | 1. That Council adopt the attached Quarterly Budget Review Statement for 30th June 2018 as tabled.<br>2. A report be presented to the August Council meeting detailing the last three years of carried forward funds for maintenance grading including the 2017/2018 funds.                                                                                                                                                                                                                                                                                                                 | CFO  | 21.8.18 Completed<br>21.8.18 To be tabled                                                                                                                                                                        |  |
| 28.8.18  | 13/2018/18 | 1. Note the resignation of Ray Christison as Heritage Advisor and thank him for his service, dedications and contributions to Walgett Shire.<br>2. Authorise the Acting General Manager to engage the services of Ms. Tanya Cullen as Council's new Heritage Advisor.                                                                                                                                                                                                                                                                                                                       | DES  |                                                                                                                                                                                                                  |  |
| 28.8.18  | 13/2018/18 | Not provide permanent seating to the Collarenebri Main Street (Wilson Street) and immediate CBD area and to continue investigations into alternate locations within the town, close to the CBD where new seating can be installed.                                                                                                                                                                                                                                                                                                                                                          | DES  |                                                                                                                                                                                                                  |  |
| 28.8.18  | 13/2018/21 | Provide funding to the total of \$12,000 for an initial six (6) month period to the Royal Flying Doctors Service Return & Earn Facility, to be paid monthly. A review of the support provided by Council will be conducted in six (6) months' time to determine on-going support.                                                                                                                                                                                                                                                                                                           | DES  |                                                                                                                                                                                                                  |  |
| 28.8.18  | 13/2018/25 | 1. That Council rejects the request for use of Glengary Bore water for opal processing purposes at this stage since granting the request may trigger other similar requests thus increasing demand on the water, noting that any future request for additional volume under this license may not be favourably considered.<br>2. That Council undertakes a dealing with Water NSW to nominate work through which Glengary Bore water may be extracted.<br>3. That a further report be prepared for Council's consideration on options and feasibility of using the bore for these purposes. | DETS |                                                                                                                                                                                                                  |  |
| 28.8.18  | 13/2018/26 | That Council; Allow Mr Wilson to install the new grid and pay Mr Wilson and Mr O'Brien a maximum of \$2,000 each for fencing materials.                                                                                                                                                                                                                                                                                                                                                                                                                                                     | DETS |                                                                                                                                                                                                                  |  |
| 28.8.18  | 13/2018/29 | That Council accept the tender for the refurbishment of the Burren Junction School of Arts Hall from Luke Crawford Constructions P/L for a price of \$173,480.00 ex GST                                                                                                                                                                                                                                                                                                                                                                                                                     | CFO  |                                                                                                                                                                                                                  |  |

WALGETT SHIRE COUNCIL AGENDA – 30 October 2018 – ORDINARY COUNCIL MEETING

|         |            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |      |                                                              |  |
|---------|------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------|--------------------------------------------------------------|--|
| 28.8.18 | 13/2018/30 | That the Chief Financial Officer:<br>(a) Contact the Department of Human Services advising Council is supportive of the submission to host a Centrelink Agency in Lightning Ridge.<br>(b) Continue investigations into establishment of a Council Office and Centrelink Agency in Lightning Ridge.<br>(c) Make contact with the owner of the property currently housing the Centrelink Agency with aim of negotiating a future lease and suitable lease fee.<br>(d) Report back to Council with the outcome of the above actions.                                                                                                                                                                                                           | CFO  |                                                              |  |
| 25.9.18 | 14/2018/07 | That;<br>(a) Council agree to the establishment of a Walgett Shire Council Office in Lightning Ridge.<br>(b) Council enter into a formal contract (to host a Centrelink Agency in Lightning Ridge) with the Department of Human Services, and the Chief Financial Officer be authorised to execute the document on Council's behalf.<br>(c) Council enter into a lease agreement with the owner of Shop 4, 12 Opal Street Lightning Ridge, Lot 111, DP 778049 being Eighth Tee Pty Ltd ,for an initial 2 year period, and the General Manager and Mayor be authorised to execute the lease, and the Council Seal be affixed to the lease documents.<br>(d) That an updated budget and operational plan be prepared for the October Meeting. | CFO  | Report to Nov Meeting                                        |  |
| 25.9.18 | 14/2018/16 | That Council note the report and consider the options at a workshop in conjunction with the workshop proposed for the Lightning Ridge Water Supply with a view to considering the development of a policy via a further report to Council.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | GM   | Workshop to be arranged                                      |  |
| 25.9.18 | 14/2018/17 | That Council note the current investigations in relation to the Lightning ridge water supply and unmetered services and a workshop to discuss the issues involved be held in the near future                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | GM   | Workshop to be arranged                                      |  |
| 25.9.18 | 14/2018/19 | (1)That Council note the update on the Walgett Weir Project.<br>(2)That subject to further discussions with Restart NSW and Office of Regional Infrastructure Coordinator, Council determine not to assume ownership of the fishway.<br>(3) Issue a Press Release in relation to the Walgett Weir Project                                                                                                                                                                                                                                                                                                                                                                                                                                   | GM   | Discussions continuing through DPC and NSW Water             |  |
| 25.9.18 | 14/2018/20 | 1. That Council note that, subject to gaining approval for the proposed site from NSW Aboriginal Local Lands Council or alternatively secure another site tenders be called for the establishment of the bore.<br>2. That the Council agree in principle to explore options for appropriate reticulation to serve the village and to make water available to farmers in the area when the bore is complete and tested including any cost sharing arrangements.                                                                                                                                                                                                                                                                              | GM   | Report to the Meeting                                        |  |
| 25.9.18 | 14/2018/21 | That Council confirm its preference to proceed with both the cooling tower and chlorination as planned and negotiate approvals with Department of Health and the Department of Industry.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | DETS | Ongoing discussion in next month                             |  |
| 25.9.18 | 14/2018/23 | 1. That Council note that the WSC draft drug and alcohol policy has been made available for comment through the Consultative Committee, via the notice board and via the recent engineering staff training.<br>2. That, in line with the recommendation of the Consultative Committee and subject to any further comment prior to the meeting the draft policy be adopted to reflect :<br>- For alcohol – a zero reading<br>- That there is no conflict with the LG industry policy and procedure<br>3. Further, that the General Manager and Directors assess the various options for testing staff (external or internal testing) and implement the most appropriate regime.                                                              | GM   | Ongoing                                                      |  |
| 25.9.18 | 14/2018/32 | That Council provide a contribution up to \$5000 towards the development of the façade at 'Stone's Throw' owned by Katie Murray, payable upon satisfactory completion of the works; Allow other premise owners within the Main Street to make their own application to Council for funding where the owner is the applicant and the applicant is able to demonstrate they meet the objectives of the Fox Street Beautification Project.                                                                                                                                                                                                                                                                                                     | DES  | Complete                                                     |  |
| 25.9.18 | 14/2018/34 | That in light of concerns regarding the future of the waste management in the Shire and subject to the contractor agreeing, the current contract be extended and a future report be submitted to an early meeting to allow Council to determine the future management options for both landfills; Walgett and Lightning Ridge.                                                                                                                                                                                                                                                                                                                                                                                                              | DES  | At the of this report, awaiting confirmation from contractor |  |

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

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

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### Summary:

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

### Background:

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

- 11 Oct 2018 18-32 Councils are invited to visit OLG's trade exhibition display booth at the LGNSW Conference 21-23 October, Albury
- 08 Oct 2018 18-31 Special Variation and Minimum Rate Variation Guidelines and Process for 2019-20
- 03 Oct 2018 18-30 Changes to GIPA – IPC Advice
- 27 Sep 2018 18-29 New structure for NSW State Emergency Service
- 26 Sep 2018 18-28 Annual Report Checklist

### Governance Issues:

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

### Stakeholders:

Councillors and Walgett Shire Council staff

### Financial Implications:

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

### Conclusion:

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

| Circulars Received From the NSW Office of Local Government                                                                                                                                                                                                                                                       |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <p>That the information contained in the following Departmental circulars published 26/9/18, 27/9/18, 03/10/18, 08/10/18 and 11/10/2018 from the Local Government Division Department of Premier and Cabinet be received and noted.</p> <p><b>Moved:</b><br/> <b>Seconded:</b></p> |

### Attachments:

Circulars





Office of  
Local Government

## Circular to Councils

|                             |                                                                              |
|-----------------------------|------------------------------------------------------------------------------|
| <b>Circular Details</b>     | Circular No 18-28 / 26 September 2018 / A567705                              |
| <b>Previous Circular</b>    |                                                                              |
| <b>Who should read this</b> | Councillors / General Managers / All council staff / Specific business areas |
| <b>Contact</b>              | Performance Team / (02) 4428 4100                                            |
| <b>Action required</b>      | Council to implement                                                         |

### Annual Report Checklist

#### What's new or changing

- The Annual Report Checklist has been updated.

#### What this will mean for your council

- Council can use the checklist to ensure that it has included all of the information required under the *Local Government Act 1993* (the Act), the *Local Government (General) Regulation 2005* and other relevant legislation and guidelines in its annual report.

#### Key points

- Under the Act, councils must prepare an annual report within five months after the end of the year.
- The council must upload a copy of the annual report to its website and provide a copy to the Minister for Local Government (the Minister) and such other persons and bodies as regulations apply. Council can notify the Minister by providing a URL link to the Office of Local Government ([olo@olo.nsw.gov.au](mailto:olo@olo.nsw.gov.au)).
- Councils should ensure they report performance against targets, outcomes, efficiency and cost effectiveness over time.
- Councils which held elections in 2017:
  - are exempt from the requirement under s.428A of the Act for a council to include in its annual report a report as to the State of the Environment, and
  - are required to detail council's achievements in implementing the community strategic plan over the previous two years in annual reports of the year in which an ordinary election of councillors is held (2020).
- For councils which held elections in 2017 there are no exceptions to reporting requirements under other Acts, nor to the data provision requirements of other agencies. These councils should continue to meet these obligations where applicable.

#### Where to go for further information

- The annual report checklist is available on the Office of Local Government's website at [www.olo.nsw.gov.au](http://www.olo.nsw.gov.au).

**Tim Hurst**  
Chief Executive

Office of  
Local Government

## Circular to Councils

|                             |                                                                                                                                   |
|-----------------------------|-----------------------------------------------------------------------------------------------------------------------------------|
| <b>Circular Details</b>     | Circular No 18-29 / 27 September 2018 / A621142                                                                                   |
| <b>Previous Circular</b>    | N/A                                                                                                                               |
| <b>Who should read this</b> | Councillors / General Managers / All council staff                                                                                |
| <b>Contact</b>              | Ms Clarinda Sheeley / SES / (02) 4251 6229 / <a href="mailto:clarinda.sheeley@ses.nsw.gov.au">clarinda.sheeley@ses.nsw.gov.au</a> |
| <b>Action required</b>      | Information                                                                                                                       |

## New structure for NSW State Emergency Service

### What's new or changing

- A new structure for the NSW SES will commence on 2 October 2018.
- A key part of the new structure is the adoption of a new Incident Management Operating Model (IMOM). The IMOM is the structure supporting the operational command and control arrangements of the NSW SES.
- Under the IMOM, service delivery will be restructured from 17 regions to 5 zones with a 'zone headquarters' in each zone as well as staff located at other facilities across the state.
- The NSW SES will not be closing any of its facilities in regional areas and it will not be closing any Units.
- The *Emergency Services Legislation Amendment Bill 2018* is currently before Parliament. The Bill will amend the *State Emergency Service Act 1989* (NSW) to reflect changes to position and region designations arising from changes to the structure.

### What this will mean for your council

- From 2 October 2018, the 5 zones will be Metro, Northern, South East, Southern and Western. A map with zone boundaries is attached.
- Zone Commanders will be appointed to each zone. References to Region Controllers in the Act will be changed to Zone Commanders. Region Controllers do not exist in the new structure.
- The terms Local Controller will be replaced with Local Commander and the term Unit Controller will be replaced with Unit Commander.
- In the new structure, Local Commanders are determined by clusters and not by Local Government Areas (LGAs). The Local Commander's role is to support the Units within their cluster and facilitate collaboration within the cluster with external stakeholders.
- It is anticipated Local Commanders will be assigned progressively from October 2018.
- Unit Commanders will continue to do what they did as Unit Controllers. Unit Commanders in each LGA will continue to work with local stakeholders and play an active role in delivering the best possible service to the community.

**Key points**

- The changes to the NSW SES structure take effect from 2 October 2018.
- The new structure will see service delivery transition from a Regional to Zone-based structures. No Units will be closed as a result of the changes to the structure.
- Councils will be advised of Local Commander appointments that are relevant to their LGA.

**Where to go for further information**

- Zone Commander Metro: Nicole Hogan (Acting) (0428 489 624; [nicole.hogan@ses.nsw.gov.au](mailto:nicole.hogan@ses.nsw.gov.au))
- Zone Commander Northern: Stephen Hart (0419 608 931; [stephen.hart@one.ses.nsw.gov.au](mailto:stephen.hart@one.ses.nsw.gov.au))
- Zone Commander South East: Colin Malone (0477 365 628; [colin.malone@one.ses.nsw.gov.au](mailto:colin.malone@one.ses.nsw.gov.au))
- Zone Commander Southern: Nichole Richardson (0427 484 206; [nichole.richardson@one.ses.nsw.gov.au](mailto:nichole.richardson@one.ses.nsw.gov.au))
- Zone Commander Western: David Monk (0417 422 654; [david.monk@ses.nsw.gov.au](mailto:david.monk@ses.nsw.gov.au))



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



Office of  
Local Government

## Circular to Councils

|                             |                                              |
|-----------------------------|----------------------------------------------|
| <b>Circular Details</b>     | Circular No 18-30 / 3 October 2018 / A620191 |
| <b>Previous Circular</b>    | NA                                           |
| <b>Who should read this</b> | General Managers and Governance Staff        |
| <b>Contact</b>              | Council Governance Team / 02 4428 4100       |
| <b>Action required</b>      | Information                                  |

## Changes to GIPA – IPC Advice

## What's new or changing

- Under the new *Government Information (Public Access) Regulation 2018* (GIPA Regulation) changes have been made to the definition of open access information for local government in relation to development applications.

## What this will mean for your council

- Development applications received or made before 1 July 2010 (as well as associated documents and records of decision) are no longer open access information within the definition under the *Government Information (Public Access) Act 2009* (GIPA Act) and the Regulation.

## Key points

- The new GIPA Regulation was made on 31 August 2018. It repeals and replaces the previous *Government Information (Public Access) Regulation 2009*.
- The GIPA Regulation amends the additional open access information for local government under Schedule 1 Clause 3 in relation to development applications.
- From 31 August 2018 the following information no longer falls within the definition of open access information for local government:
  - development applications made before 1 July 2010
  - in relation to a development application received before 1 July 2010, any associated documents which were received before, on or after 1 July 2010, and
  - the records of decisions, including decisions on appeal, on development applications made before 1 July 2010.
- Development applications and decisions before 1 July 2010 continue to be 'government information' within the meaning of the GIPA Act and can be requested via an access application.
- Any development applications received, or records of decisions made, on or after 1 July 2010 continue to be open access information for local government.
- As with any other access application, local councils should apply the public interest test under Part 2 Division 2 of the GIPA Act when making a decision



Office of  
Local Government

## Circular to Councils

|                             |                                                                                         |
|-----------------------------|-----------------------------------------------------------------------------------------|
| <b>Circular Details</b>     | Circular No 18-31 / 8 October 2018 / A618017                                            |
| <b>Previous Circular</b>    | Circular No 17-35                                                                       |
| <b>Who should read this</b> | Councillors / General Managers / Council Finance and IP&R staff                         |
| <b>Contact</b>              | Policy Team - 02 4428 4100 / <a href="mailto:olg@olg.nsw.gov.au">olg@olg.nsw.gov.au</a> |
| <b>Action required</b>      | Information                                                                             |

### Special Variation and Minimum Rate Variation Guidelines and Process for 2019-20

#### What's new or changing

- The timetable for 2019-20 Special Variation and Minimum Rate Variation applications has been released.
- The Guidelines that apply to 2019-20 Special Variation and Minimum Rate Variation applications have been published.

#### What this will mean for your council

- All eligible councils intending to apply for a Special Variation or Minimum Rate Variation in 2019-20 should contact IPART well in advance of submitting an application.
- The Guidelines outline the process for all eligible councils seeking to apply for a special or minimum rate variation for 2019-20.

#### Key points

- IPART has set the 2019-20 rate peg at 2.7%. Council applications need to reflect the actual 2019-20 rate peg. Councils should assume the rate peg for 2020-21 and in future years is 2.5%.
- New councils (except for MidCoast Council) are not eligible for a special or minimum rate variation for the 2019-20 rating year.
- Councils are to submit requests for a Crown Land Adjustment to the Office of Local Government.
- The timetable for the 2019-20 Special Variation and Minimum Rate Variation applications is outlined within this circular. Please note, this timetable is not included in the Guidelines and will only be communicated via this circular.

Office of Local Government  
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### 2019-20 Application Timetable

| Date             | Outcome                                                                                 |
|------------------|-----------------------------------------------------------------------------------------|
| 30 November 2018 | Notifications for Special Variation or Minimum Rate variation applications due to IPART |
| 11 February 2019 | Special Variation applications due to IPART                                             |
| 11 March 2019    | Minimum Rate Variation applications due to IPART                                        |
| 14 May 2019      | Determinations announced for Special Variations and Minimum Rate Variations             |

### Where to go for further information

- The Special Variation and Minimum Rate Variation Guidelines are available on the Office's website under Rating and Special Variations in the Directory of Policy advice.  
<https://www.olg.nsw.gov.au/strengthening-local-government/supporting-and-advising-councils/directory-of-policy-advice/rating-and-special-variations>
- Any enquiries regarding the application process should be directed to one of the following IPART staff:
  - Scott Chapman (02) 9290 8449
  - Matthew Edgerton (02) 9290 8414
 or by email to [localgovernment@ipart.nsw.gov.au](mailto:localgovernment@ipart.nsw.gov.au)



**Tim Hurst**  
Chief Executive





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## Circular to Councils

|                             |                                                                                                                                 |
|-----------------------------|---------------------------------------------------------------------------------------------------------------------------------|
| <b>Circular Details</b>     | Circular No 18-32 / 11 October 2018 / A621670                                                                                   |
| <b>Previous Circular</b>    | N/A                                                                                                                             |
| <b>Who should read this</b> | Mayors/Councillors/General Managers                                                                                             |
| <b>Contact</b>              | Council Engagement Team (02) 4428 4100 / <a href="mailto:councilengagement@olg.nsw.gov.au">councilengagement@olg.nsw.gov.au</a> |
| <b>Action required</b>      | Invitation/Information                                                                                                          |

### Councils are invited to visit OLG's trade exhibition display booth at the LGNSW Conference 21-23 October, Albury

#### What's new or changing

- Mayors, councillors and general managers are encouraged to visit the OLG trade exhibition display (stalls 32 & 33), to speak with staff or ask any questions they may have about OLG programs and initiatives.
- Information will be available on a range of topics such as joint organisations, the model code of conduct, model code of meeting practice, biodiversity and skills development.

#### What this will mean for your council

- This is a good opportunity for delegates to obtain information about OLG initiatives and programs first hand or to discuss issues or concerns with OLG directly.

#### Key points

- The LGNSW Conference is the annual policy-making event for NSW general-purpose councils and associate members. It is well attended by mayors/deputy mayors, councillors, general managers and senior staff.
- The Premier, the Hon. Gladys Berejiklian MP is scheduled to address the conference on Sunday 21 October at 5:45pm. The Minister for Local Government, the Hon. Gabrielle Upton MP is scheduled to address the conference on Monday 22 October at 3:00pm.

#### Where to go for further information

- More information about the conference is available from the LGNSW website at <https://lgnsw.org.au/events-training/local-government-nsw-annual-conference>

**Tim Hurst**  
Chief Executive

Office of Local Government  
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### 15.1.3 IMPORTANT DATES FOR COUNCILLORS - UPCOMING MEETINGS AND EVENTS

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

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**Summary:**

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

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

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

**Current Position:**

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

**Governance issues:**

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

**Environmental issues:**

Not applicable

**Stakeholders:**

Councillors and Walgett Shire Council staff

**Alternative Solutions/Options:**

Not applicable

**Conclusion:**

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

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

**IMPORTANT DATES - Upcoming Meetings and Events**

| DATE             | MEETING/FUNCTION     | LOCATION                 | NOTES                                       |
|------------------|----------------------|--------------------------|---------------------------------------------|
| 1 November 2018  | Inland Rail Business | Coonamble Bowling Club   | Round Table Meeting from 1.30pm till 5.00pm |
| 9 November 2018  | BROC Meeting         | Tenterfield Chambers     | GM and Mayor                                |
| 21 November 2018 | JO Meeting           |                          | Gm and Mayor                                |
| 27 November 2018 | Council Meeting      | Burren Junction          |                                             |
| 6 December 2018  | LATC Meeting         | Walgett Council Chambers | Mayor, Deputy Mayor and Clr Smith           |
| 18 December 2018 | Council Meeting      | Walgett Council Chambers |                                             |

## 15.1.4 AUSTRALIAN OPAL CENTRE (AOC) FUNDING REQUEST

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

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### **Summary:**

Following the address to Council on 25 September 2018, the Australian Opal Centre (AOC) has provided the following summary of those discussions and present negotiations with State and Federal Government funding bodies and is now seeking Council's consideration of a significant financial contribution to Stage 1 of the Project.

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

A letter of support from Council was provided to AOC to accompany its application lodged under the NSW Regional Development Communities Fund and a further application is being prepared under the Federal Government's Building Stronger Regions program (due mid-November). The following is a report from the AOC detailing the project's current position in relation to seeking grant funding.

The Australian Opal Centre has consulted with representatives of the NSW Department of Premier and Cabinet and the Federal Government to coordinate government funding for the long awaited new AOC building, before NSW and Federal elections in 2019.

The Australian Opal Centre will make Lightning Ridge and Walgett Shire a key Australian tourist destination and world centre for opal certification and training. It will generate economic benefits through the shire and western NSW. It will create employment and make new businesses viable, buffering our economy against the impacts of weather and climate events and varying conditions impacting the opal industry. These improvements will make Walgett Shire a better place to live, which will also make it easier to attract new residents and visiting professionals like medical staff.

Department of Premier and Cabinet recommended that the AOC stage its construction and initially seek funding for a standalone first stage. The AOC with its design team and infrastructure advisors have come up with a two-stage process.

Stage 1 will cost \$20 million and produce a viable standalone centre by the end of 2020, open to the public with a fully functioning exhibition space, café, gift shop, opal vault for sales and certification of high-value opal, office space, and a large unfinished underground space that could be used for tours and events. This would provide the shire with a world-class tourist attraction and the AOC with greatly increased income. Stage 1 would operate and generate economic benefits while preparations were made for Stage 2.

With the momentum already building through the AOC Founders campaign, the AOC believe that the publicity generated by completion of Stage 1 would enable them to attract further private funding for completion of Stage 2. Stage 2 would see the building completed, with additional facilities including an opal cutting workshop, teaching spaces, research laboratory, research library, underground garden and a large space for temporary exhibitions, conferences, community events and venue hire.

The AOC reports that Department of Premier and Cabinet responded favourably to this proposal and encouraged the AOC to apply for funding. They also indicated an expectation of co-funding from non-state and federal sources. The AOC has raised almost \$1 million in private commitments through its Founders campaign and \$5 million worth of items donated to its collection.

**Proposed funding as outlined by AOC**

|                    |              |
|--------------------|--------------|
| NSW Government     | \$7.5M       |
| Federal Government | \$9.5M       |
| AOC Founders       | \$1M         |
| <b>TOTAL</b>       | <b>\$18M</b> |

The AOC is asking Council to consider a significant contribution to Stage 1, in light of the need for co-funding and confirming that, any funds would be released progressively, if approved.

Council has, to date, provided significant financial assistance to the AOC, in addition to the \$600,000 over five years from 2004, by the way of grants and loans and supported the extensive representations to both State and Federal Governments with the most recent financial assistance being by way of repayable advances of:

- \$10,000 to finalize Planning Documentation (early 2015)
- \$48,000 towards the cost of Architecture and other consultants Fees (early 2017)

Council at its meeting on 25 August 2015, resolved to execute a Memorandum of Understanding with the AOC Inc in relation to committing to the payment of an annual amount of \$50,000 for three (3) years subject to AOC receiving a firm commitment from other funding sources for the balance of the project funds (at this stage there have been no payments made from this funding).

Council has also agreed to fund transport and accommodation charges for the AOC General Manager, Construction Advisor and Consultant to attend Meetings in Sydney and Canberra (October 2017)

As noted in the AOC's summary, both the Federal and State Governments have indicated an expectation of co-funding from non-State and Federal Sources and apart from \$1M internal funding, the committee is seeking a significant contribution from Council towards Stage 1.

In considering this request Council should note the existing commitment of \$150,000 and consider the request in light of the relevant provisions of the Local Government Act 1993.

**Section 356 - Can a Council Financially assist others?**

- (1) A Council may, in accordance with a resolution of the Council, contribute money or otherwise grant financial assistance to persons for the purpose of exercising its functions.
- (2) A proposed recipient who acts for private gain is not ineligible to be granted financial assistance but must not receive any benefit under this section until at least 28 days public notice of the council's proposal to pass the necessary resolution has been given.
- (3) However, public notice is not required if:
  - (a) the financial assistance is part of a specific program, and
  - (b) the program's details have been included in the council's draft operational plan for the year in which the financial assistance is proposed to be given, and
  - (c) the program's proposed budget for that year does not exceed 5 per cent of the council's proposed income from ordinary rates levied for that year, and
  - (d) the program applies uniformly to all persons within the council's area or to a significant group of persons within the area.
- (4) Public notice is also not required if the financial assistance is part of a program of graffiti removal work.

With reference to point (c) – Council's ordinary rate income for 2018/19 is estimated at \$5.5M

At this stage Council has not made provisions within the Operational Plan or Long Term Financial Plan for any significant contribution.

Apart from providing direct financial assistance to the AOC, Council may wish to explore options such as formally joining the AOC as a significant partner under section 358 of the LG Act 1993 – *Restrictions on formations of Corporations and other Entities*.

### **358 Restrictions on formation of corporations and other entities**

- (1) A council must not form or participate in the formation of a corporation or other entity, or acquire a controlling interest in a corporation or other entity, except:*
  - (a) with the consent of the Minister and subject to such conditions, if any, as the Minister may specify, or*
  - (b) as provided by this Act.*
- (2) This section does not prevent a council from being a member of a co-operative society or a company limited by guarantee and licensed not to use the word "Limited" in its name.*
- (3) In applying for the Minister's consent under subsection (1) (a), the council is required to demonstrate, to the Minister's satisfaction, that the formation of, or the acquisition of the controlling interest in, the corporation or entity is in the public interest.*
- (3A) The regulations may make provision for or with respect to the matters to be taken into account by the Minister in deciding whether to grant consent under this section and the conditions that may or must be specified by the Minister under this section.*
- (4) In this section, "entity" means any partnership, trust, joint venture, syndicate or other body (whether or not incorporated), but does not include any such entity that is of a class prescribed by the regulations as not being within this definition*

Without obtaining formal advice it would appear Council would need Ministerial approval and to prove that any such arrangement was in the public interest.

**Should Council wish to make additional funding available to the project from its own sources (in line with the provisions of the Local Government Act) either as a single amount or over a number of years it would be appropriate to revisit Council's Long Term Financial Plan and assess funding options.**

### **Far North West Joint Organisation Tourism Fund**

In the formation of the JO the NSW Government committed an amount of \$5 million from the Tourism and Cultural Fund for the development of tourism infrastructure and promotion of the region and, although no decisions have been made the JO has discussed various options. **(Note:** a meeting of the JO was held at the NSW Local Government Conference and the Mayor may be in a position to advise further on this matter).

At meetings in Walgett and Narromine the JO flagged a couple of scenarios for the fund including the possibility of each of the three Councils receiving \$1m (maybe more after development of a proposal) towards a major project in its Shire that would have a significant regional tourism impact.

**If this approach was to be pursued the AOC project may well qualify for consideration as Council's project although there may be some concern that the matching funds are coming from another Government source. This aspect would need to be clarified with the other JO Councils and the State and Federal Government Departments detailed in the AOC submission.**

A significant proportion of this \$5m would also be used to promote the region with, say, the south west Queensland Councils and Brewarrina Shire – I understand that the NSW Minister for Tourism and his Queensland counterpart are considering this as well.

### **Australian Opal Centre (AOC) Funding Request**

**Recommendation:**

1. That Council confirm its commitment of \$50,000 a year for three years in line with the MoU between the AOC and Walgett Shire Council (Council Resolution of 25 August 2015).
2. That Council note the report and reference to the requirements of the Local Government Act 1993.
3. That subject to further advice in relation to the Joint Organisation Tourism and Cultural Fund allocation (\$5m), Council consider supporting a contribution to the AOC Stage 1 from any funding available to Walgett Shire Council.

**Moved:**

**Seconded:**

### 15.1.5 EXTENSION DROUGHT COMMUNITIES PROGRAMME – PROPOSED PROJECTS

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

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**Summary:**

This program provides an initial 60 Councils with up to \$1 million each to support regional communities through the drought. The funding is intended to provide immediate short-term support to communities facing hardship arising from drought. It will fund projects that provide local employment, keep money flowing through local shops and suppliers and support drought-relief activities. The projects are to be completed by 30 June 2019 and are to be a minimum of \$25,000.

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

Several projects have been discussed at senior level and suggestions of possible projects include (in no particular order):

- Fencing of the Burren Junction landfill
- Extension of the Town Beautification Projects: Walgett - Wee Waa Street and Lightning Ridge – Opal Street
- Southern Entrances to Walgett - Tree planting beautification
- Extension of proposal to water Walgett cemetery with treated water from the STW to water any street beautification and ovals (subject to approval from EPA/Health – see separate report from Acting Director of Engineering/Technical Services)
- Walking track/s at Lightning Ridge and Walgett

**There is also the opportunity to allocate funds to support other drought activities that support the community OR to seek projects from the wider community.**

At this stage no attempt has been made to cost the projects however Council may allocate amounts to projects and work would then be planned based on those allocations.

**Relevant Reference Documents/Policies:**

Walgett Shire Council – Community Strategic Plan 2017-2027  
Drought Communities Programme – Extension – Grant Guidelines

**Governance issues:**

Council administer the funds in accordance with its grant applications under the Drought Communities Programme – Extension.

**Environmental issues:**

No environmental issues have been identified.

**Stakeholders:**

Walgett Shire Council  
Walgett Shire Resident  
Department of Infrastructure, Regional Development and Cities

**Financial Implications:**

This program provides Council with up to \$1 million to fund projects that are required to be at least \$25,000 per application. Cash funding or in-kind support can be provided by any organisation including but not limited to Council, State Government, not-for-profit organisations and private sector companies.



**Alternative Solutions/Options:**

1. Council propose other projects for consideration.
2. Council determine to co-fund projects.

**Conclusion:**

Council is required to determine the projects best suited for the Drought Communities Programme – Extension having regard to the budget of up to \$1million.

| <b>Extension Drought Communities Programme – Proposed Projects</b>                                                                                                                                                                                                                                                    |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <p>That Council consider and, if appropriate, endorse projects to be applied for under the Extension of the Drought Communities Programme or seek nomination of projects from the community for consideration at the November meeting.</p> <p><b>Moved:</b></p> <p><b>Seconded:</b></p> |

## 15.1.6 GLENGARRY SHEEPYARD OPAL FIELDS - LETTERS RECEIVED FROM COL HUNDY

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

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### **Summary:**

A request has been received for Council to investigate the process required to have a section of the Glengarry opal field considered as a village and Mrs. Pauline Kearl has requested an opportunity to address Council on the same issue and a copy of the request is attached. (Mrs. Kearl will be attending the meeting with Mr Col Hundy).

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

In order for Council to fully consider this request Council would need to obtain input from a number of authorities and access the requirements of (in no particular order):

- Native Title and Aboriginal Land Claim legislation
- Crown Lands – mining leases and mining residential arrangements
- Western Land Leases
- Relevant Government Departments – Department of Planning, Office of Local Government.

In addition some other aspects that would need further research include clarification of:

- What is required to gazette an area as a village or township
- Implications of any planning legislation
- Any changes required to existing land titles

Additionally, it would be necessary to consult with the community, residents/owners including Mr Kelly and be in a position to explain the benefits and or disadvantages of such a change.

In the letter of request the writer notes that there are some 1760 mining residential assessments paying rates (i.e. across the Shire) however it should be noted that although the number of assessments represent 37% of total assessments, land values equal .36% of relevant totals. The income from the 1762 assessments equates to \$542,978.90 from a total of approx. \$5.5million.

### **Acting General Manager's Note**

As can be seen from the above summary this project would require extensive research, be resource hungry and in light of current workloads around the transfer of Crown Reserves to Council Management (Crown Land Management Act) from July 2018 could not be undertaken in the short term.

Council staff are also researching issues around Native Title and Aboriginal Land Claims for projects such as the new works depot and to a lesser extent, the proposed PCYC project.

**Glengarry Bore:** With respect to issues raised in Mr Hundy's letter concerning the bore, Council staff (with consultant's assistance) are reviewing the operation of the bore with view to, in general terms, address the operation and controls and where possible simplify the operation. This matter is also to be discussed at a workshop in the near future.

Council may wish to consider changing the name of the bore in light of Mr Hundy's comments.

### **Conclusion:**

If Council determines to progress the investigation requested I would suggest a more detailed report be prepared to more fully explore the process and help Council consider the various issues.

**Glengarry Sheepyard Opal Fields – Letters from Col Hundy**

**Recommendation:**

For Council's consideration.

**Moved:**

**Seconded:**

**Attachments:**

1. Letter from Col Hundy dated 26 August 2018
2. Letter from Col Hundy dated 15th October 2018
3. Letter from Col Hundy dated 9<sup>th</sup> October 2018
4. Letter from Pauline Kearl dated 15 October 2018

## **LIGHTNING RIDGE AND OPAL FIELDS GROUP**

### **Strengthening Our Community**

Col Hundy  
Chairman  
PO Box 1444  
Lightning Ridge NSW 2834  
email: colhundy@yahoo.com.au  
mobile: 0428 306 436  
26<sup>th</sup> August 2018

Walgett Shire General Manager,

I have been asked by Mr Tony Cummings to seek advice from Council the process required that would enable a section of the Glengarry Opal Fields becoming a Village. Mr Cummings owns the Glengarry Hilton and Sheepyards Pub which are located in the Western Opal Fields and also owns the Caravan Park at Cumborah plus the Hebel Hotel and Hebel Store.

The Glengarry Hilton is the only Legal Freehold Business on the Western Fields that also include Grawin.

Geometrically, Glengarry is ideally situated as it is located between the communities of Sheepyards and Grawin.

The Local Rural Fire Brigade, Local SES Shed, Office and Workshop of the Grawin, Glengarry & Sheepyards Miners Ass. Are all located at Glengarry and all are connected to mains power as with the famous Glengarry Hilton all are in close proximity of each other making common sense encompassing these in the village scenario.

I would also like to note that approx..30 years ago Walgett Shire offered the residents of Grawin the opportunity of becoming a village to which they rejected outright.

A village at Glengarry would generate untapped Tourism potential that would flow on and benefit both townships of Lightning Ridge and Walgett.

I had an uncle mine at Grawin in 1948 and although currently a lot of the trucks and camps are reminiscent from that era there is a significant change now occurring.

The ongoing fiasco that is the new bore at Glengarry is the latest example of the lunacy combination of unqualified Shire Engineers and a thankfully departed GM.

The brief history of the bore is that without any consultation it has been named Grawin Bore. The location of the bore is at Glengarry on the property of Mundaroo owned by Mr Gordon Kelly who provided the land in goodwill and without compensation. The local residents are adamant that the name of the bore be changed to Mundaroo Bore.

Mayor Ian Woodcock will relay to all Councillors the saga of ongoing and unnecessary costs that have not been rectified since the installation of a pump into the bore.

There are 1760 mining residentials paying rates !!! Compare these numbers to

|                 |      |
|-----------------|------|
| Lightning Ridge | 643  |
| Walgett         | 640  |
| Collarenebri    | 210  |
| Burren Junction | 93   |
| Carinda         | 66   |
| Cumborah        | 56   |
| Rowena/Come-    | 37   |
| By-Chance       |      |
| Total           | 1745 |

More than all the Combined Residences rates of Walgett Shire are being paid by Residences on the

Opal Fields. Add to this the 4,500 plus mining claims of which 3,000 reside elsewhere and still day after year all remains the same.

Ask the Chief Financial Officer how much extra would Walgett Shire get in Grants if it was to add 1,000 new names on the electoral roll??? Not a dollar short of at least \$5 million dollars every year. Now double that on the existing numbers and add 2,000extra on the electoral roll and it jumps to a staggering \$15 million each and every year.

With those numbers there would not be a road within the Shire that would be unsealed.

A Village at Glengarry is the key to getting these enrolments followed by the grants.

Nine tenths of Opal Mining is conducted in the Western Opal Fields but has been curtailed dramatically of late due to the never ending presence of the Highway Patrol having a field day booking miners for Unregistered Trucks and Mining Equipment.

The reality is that Opal Mining is virtually a Cottage Industry that Walgett and Lightning Ridge benefit from and to protect the Industry into the future it is essential that we have access to Restricted Mining Permits for the Trucks and Machinery to operate and with a Village located at the hub of mining the process of getting approved permits would not be a hard task.

There are some Businesses and Mining Interests located in Lightning Ridge that would feel threatened by the legal recognition of Glengarry but now is the time.

Regards Col Hundy

## **LIGHTNING RIDGE AND OPAL FIELDS GROUP**

### **Strengthening Our Community**

Col Hundy  
Chairman  
PO Box 1444  
Lightning Ridge NSW 2834  
email: colhundy@yahoo.com.au  
mobile: 0428 306 436  
15<sup>th</sup> October 2018

To General Manager and Walgett Shire Councillors,

The submission I am presenting to Council is quite involved and will require a number of discussions that will not be attainable at the open forum. I will include a report from Walgett Shire Chief Financial Officer plus a couple of businesses. At a Council Meeting a few years ago I spoke about the need to have those with Camps and Mining Claims pay their fees annually in person as once was the case. The number of people I am targeting number in the thousands which equates to both Lightning Ridge and Walgett missing out annually of millions of cash injected dollars. Cr Bill Murray was the only Councillor present that asked me any questions about the concerns I raised. It defies belief that Walgett Shire has not benefited financially in having the only Black Opal deposits in the world. The blame game achieves nothing but the past ineptitude cannot continue. I did question the ability and expertise of previous Economic Development Officers that had been employed by Council only to be asked of my connection to the area by Cr Keir. I am of the opinion that explaining the history of my Great Grandfathers property on the Carinda Road held no relevance compared to the concerns I had raised.

"Drought Proofing" is in all the papers but what about a Shire that is not fulfilling its potential to "Finance Proof" itself.

According to the polls there will be a change of Government in March but whoever is in the need for speed to capitalise on what is a potentially ongoing annual financial bonanza for Walgett Shire has to given priority.

I would also like to note that both the townships of Lightning Ridge and Walgett are equally disadvantaged by those not coming back to the Opal Fields to pay their annual fees. The facts are that in excess of 80% of those in the outer fields of Grawin, Glengarry and Sheepyards shop at Walgett.

If the Management of Walgett Shire is smart and capitalises on managing the Western Lands Leases and Mining Residentials then they will open the opportunity for the unlimited expansion of doubling the existing 1760 residentials.

All Shires within Australia would grab this opportunity with both hands if they were fortunate enough to be in the position that Walgett Shire is currently presented with.

Should any Councillor wish to query what I am presenting prior to the next meeting, and that includes Jane Keir, then I will be more than happy to discuss.

Regards,  
Col Hundy



## LIGHTNING RIDGE AND OPAL FIELDS GROUP

### Strengthening Our Community

Chairman

Col Hundy

PO Box 1444

Lightning Ridge NSW 2834

email: colhundy@yahoo.com.au

mobile: 0428 306 436

9<sup>th</sup> October 2018

In compiling what is an application for title to the residents of the Western NSW Opal Fields I have considered the long-term future of Lightning Ridge and Walgett Shire with the bonus of a sustained population on the Opal Fields. Due to the uniqueness of this situation a consideration of non-local consultancy would be ineffective and disastrous.

Due to the uniqueness of the "Camps" on the Opal Fields with their scattered locations makes a Title of Freehold unsuitable in attaining what can be achieved by the listed Perpetuity Title.

The opportunity for any Shire in NSW to be in the unenviable position that currently presents itself to Walgett Shire that the opportunity of a massive increase in enrolments which equates to associated benefits (grants, teachers, doctors etc) all hinging on legislation approval.

I would also make mention of section (e) on the Perpetuity Title conditions. Legislation was approved approx. 15 years ago that payment for Western Lands Leases and Mining Residentials be allowed online. The effect of this approval has been devastating to the townships of both Lightning Ridge and Walgett and the tie-up and non-working of Opal Mines has had a reverse effect on the Opal Mining Industry. Thousands of Claim Holders and Camp Owners do not come back but just pay online which is depriving Walgett and Lightning Ridge of millions of dollars each year.

### **NSW Opal Fields Perpetuity Title**

This application seeks a variation and amendment to the Western Lands Leases and Mining Residentials on Crown Lands in the NSW Opal Fields.

The variation sought is to transfer management of Western Lands Leases and Mining Residentials on Crown Lands in the NSW Opal Fields from Crown Lands & vest this responsibility in the Walgett Shire Council.

This devolution of responsibility is proposed as follows:

A Title of Perpetuity be established (which in essence has the same effect as a Freehold Title)

- (a) That management of Perpetuity Titles becomes the responsibility of Walgett Shire.
- (b) That current regulations on Western Land Leases and Mining Residentials are retained and transferred to the Management of Walgett Shire.
- (c) A Perpetuity Title can include a Mining Title subject to Mining Title Regulations and Conditions.
- (d) A Perpetuity Title will entail an initial fee of \$500 payable to Walgett Shire after which and compliant to stated conditions will be annual rates paid to Walgett Shire determined by valuations of the Valuers General Department.
- (e) The holder of a Perpetuity Title must pay rates in person at either Dept of Industry Lightning Ridge or Dept. of Industry Walgett with a payment period not exceeding three months after issue of rates account.
- (f) A Perpetuity Title holder must include with ID (drivers Licence etc) proof of registration of enrolment in the NSW Electorate of Barwon. (Walgett Shire)
- (g) Transfer or sale of a Perpetuity Title can only be granted once the above conditions are met.
- (h) Should any Perpetuity Holder fail to comply with the above conditions then the Perpetuity Title will be Null and Void and revert to current Western Lands Lease and Mining Residential Regulations and Conditions

Regards Col Hundy



Pauline Kearn  
Nebia Hill  
PO Box 1458  
Lightning Ridge  
NSW 2834

15 October 2018

Bronte Kerr  
Walgett Shire Council

Hello Bronte,

My name is Pauline Kearn and I am a Walgett Shire Ratepayer. I have been asked by Mr Tony Cummings, owner of the Glengarry Hilton and Sheeppyard Pubs, to present at the next Council Meeting a letter previously raised by Cr Woodcock.

I will be asking Council to discuss the required procedures so that approval may be given to have a small section of Glengarry declared a village.

Regards  
Pauline Kearn

**15.1.7 CLOSEDOWN OF ADMINISTRATION OVER FESTIVE SEASON**

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

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**Summary:**

It is considered efficient for the majority of Council's operations to close down for the work days between Christmas and New Year's Day. It also suits the needs of the majority of staff to plan holidays during the Festive Season.

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

This year Christmas Day falls on Tuesday 25<sup>th</sup> December, Boxing Day on Wednesday 26<sup>th</sup> December, 2018 and New Year's Day on Tuesday 1<sup>st</sup> January 2019.

It is proposed to closedown Council's administrative buildings from Monday 24<sup>th</sup> December 2018 to Friday 4<sup>th</sup> January 2019 inclusive. In addition a shutdown period will be put in place for all Outdoor Staff from Friday 20<sup>th</sup> December 2018 to Friday 4<sup>th</sup> January 2019 inclusive. Please note Skeleton crews will be in place to handle essential services and respond to emergencies during this period.

For the seven (7) days of the closedown staff are required to take leave and/or to utilise accumulated flexi-time. During the closedown essential service staff remain on duty in the garbage and water/sewer service areas and emergency service staff are rostered to be on call in other areas of Council operations.

**Relevant Reference Documents:**

Public Holidays Act 2010

**Stakeholders:**

Council staff and residents

**Financial Implications:**

As staff will be required to take either Annual Leave or accumulative Flex Time during the shutdown period. Staff rostered to work during the period attracts payment of applicable rates of pay.

| Closedown of Administration over Festive Season 2018/2019                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <ol style="list-style-type: none"> <li>1. Council operations (Administration Buildings) close for a period of 2 weeks from Monday 24<sup>th</sup> December 2018 to Friday 4<sup>th</sup> January 2019 inclusive and the General Manager and Directors make satisfactory arrangements for the maintenance of essential services and provision of emergency call out services.</li> <li>2. The closedown period be effectively notified to residents along with details of essential service and emergency call out arrangements.</li> <li>3. Note the shutdown period for all Outdoor Staff commences on Friday 21<sup>st</sup> December to Friday 4<sup>th</sup> January 2019.</li> </ol> <p><b>Moved:</b><br/> <b>Seconded:</b></p> |

**Attachments:**

Schedule of 2017-2018 Public Holidays from NSW Government Industrial Relations Website

**NSW Public Holidays 2018-2020**Holidays for NSW under the [Public Holidays Act 2010](#)

|                                                      | <b>2018</b>            | <b>2019</b>            | <b>2020</b>           |
|------------------------------------------------------|------------------------|------------------------|-----------------------|
| New Year's Day                                       | Monday, 1 January      | Tuesday, 1 January     | Wednesday, 1 January  |
| <sup>2</sup> Australia Day                           | Friday, 26 January     | Monday, 28 January     | Monday 27 January     |
| Good Friday                                          | Friday, 30 March       | Friday, 19 April       | Friday, 10 April      |
| Easter Saturday - the Saturday following Good Friday | Saturday, 31 March     | Saturday, 20 April     | Saturday, 11 April    |
| Easter Sunday                                        | Sunday, 1 April        | Sunday, 21 April       | Sunday, 12 April      |
| Easter Monday                                        | Monday, 2 April        | Monday, 22 April       | Monday, 13 April      |
| Anzac Day                                            | Wednesday, 25 April    | Thursday, 25 April     | Saturday, 25 April    |
| Queen's Birthday                                     | Monday, 11 June        | Monday, 10 June        | Monday, 8 June        |
| <sup>1</sup> Bank Holiday                            | Monday, 6 August       | Monday, 5 August       | Monday, 3 August      |
| Labour Day                                           | Monday, 1 October      | Monday, 7 October      | Monday, 5 October     |
| Christmas Day public holiday                         | Tuesday, 25 December   | Wednesday, 25 December | Friday, 25 December   |
| Boxing Day                                           | Wednesday, 26 December | Thursday, 26 December  | Saturday, 26 December |
| <sup>3</sup> Additional Day                          |                        |                        | Monday, 28 December   |

## 15.1.8 MATTERS GENERALLY FOR BRIEF MENTION OR INFORMATION FROM GENERAL MANAGER

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

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### 1. Orana Water Utilities

As noted in the report on finalisation of OROC (Sept 18) all but two Councils in the region have committed to join the Orana Water Utilities Alliance (formerly Lower Macquarie Water Utilities Alliance). The deed of Agreement mirrors the former LMWUA deed and commits the Councils to work together – *“to provide a unified approach to the sustainable delivery of water and sewerage services and to achieve and maintain gazetted best practice by the earliest feasible date”*.

Membership fee is \$7,700 per annum (inc GST) and any joint projects will be agreed and costs shaved on a per metre basis. If a Council undertakes any works under a joint contract on its own infrastructure it will be at its own cost – e.g. cleaning reservoirs.

The member Councils are:

Brewarrina Shire Council  
Bogan Shire Council  
Bourke Shire Council  
Central Darling Shire Council  
Cobar Shire Council  
Gilgandra Shire Council  
Mid-Western Regional Council  
Narromine Shire Council  
Walgett Shire Council  
Warren Shire Council  
Warrumbungle Shire Council

The deed of agreements has been signed and returned to Orana Joint Organisation as the sponsoring body of the alliance.

### 2. Walgett and Lightning Ridge Landfill

In line with the Council resolution of the September meeting, extensive discussion have been held with the current contractor outlining Council's position and confirming that Council is looking to extend the contract to June 2019. At the time of writing the contractor has not confirmed his intention to accept this proposal.

I have also advised Mr Lane that a further report would be presented to Council (possibly December 2018 but by February 2019) to allow a discussion on whether to continue with a contract arrangement beyond January 2019 or revisit operating the facility with Council staff.

If the decision is to continue with contract operations, to allow a decision in May 2019, a necessary specification will be prepared and tenders called in line with Council's procurement policy and the Local Government Act 1993 relating to the tendering requirements as soon as practical.

### 3. Stronger Country Communities Fund – Round 2 – Successful applications

The following applications under the Stronger Country Community Fund has been successful:

1. Collarenebri Recreational Project - \$200,908
2. Enhance Parks and Playgrounds (Stage 2) - \$98,000
3. Construct a multi-purpose facility at Lightning Ridge Sporting Complex - \$758,836
4. Walgett Cemetery Upgrade Stage 2 - \$329,701

5. Upgrade to Come By Chance Community Hall - \$101,497
6. Beautify Walgett Bore Bath - \$71,058

Council will receive a total funding value of **\$1,560,000**.

The funding deeds are yet to be received by Council to allow projects to commence and revisit project scopes according to the available funds. Council anticipates receiving the funding agreements in November 2018.

All necessary specifications will be prepared and quotes/tenders called in line with Council's procurement policy and the Local Government Act 1993 for each project.

|                                                                                       |
|---------------------------------------------------------------------------------------|
| <b>Matters Generally for Brief Mention or Information Only – From General Manager</b> |
|---------------------------------------------------------------------------------------|

**Recommendation:**

That the Matters Generally for Brief Mention or Information Only from the General Manager regarding the following topics: Orana Water Utilities, Walgett and Lightning Ridge Landfill and Stronger Country Communities Fund – Round 2 – Successful applications.

**Moved:**

**Seconded:**

## 15.2 CHIEF FINANCIAL OFFICER

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

**REPORTING SECTION:** Corporate Services  
**AUTHOR:** Hafiz Malik – Graduate Accountant  
**FILE NUMBER:** 09/1460

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#### Summary:

This report provides a summary and analysis of Council's cash and investments for the period ending 30<sup>th</sup> September 2018.

#### Background:

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

Comparisons are regularly made between existing investments with available products that are not part of Council's portfolio, but that meet Council's policy guidelines. All investments at 30<sup>th</sup> September 2018 are compliant with the Relevant Reference Documents/Policies listed later in this report.

#### Current Position:

Council at 30<sup>th</sup> September 2018 held a total of \$32,588,319.38 in on-call and interest bearing deposits with financial institutions within Australia. All investments were held with approved deposit taking institutions with a short term rating A-2(A2)/BBB or higher. Council does not have any exposure to unrated institutions.

At the close of the reporting period Council had earned \$284,891.66 in interest including interest accrued to 30<sup>th</sup> September 2018. This result is in excess of the current budget of \$179,769 for the first three months of the financial year and validates Council's current investing strategy.

Council's investments had an average interest rate of 2.83% per annum and a weighted average interest rate of 2.80%, both of which are higher than the 3 and 6 months BBSW rates of 1.9400% and 2.1365% respectively as at 30<sup>th</sup> September 2018.

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

| Overall Portfolio Maturity as at 30th September 2018 |                |                |                 |                  |
|------------------------------------------------------|----------------|----------------|-----------------|------------------|
| Maturity Periods                                     | Policy Minimum | Policy Maximum | % of Money held | Amount held      |
| Portfolio % < 1 year                                 | 40%            | 100%           | 66.25%          | \$ 21,588,319.38 |
| Portfolio % > 1 year, < 3 years                      | 0%             | 60%            | 24.55%          | \$ 8,000,000.00  |
| Portfolio % > 3 year, < 5 years                      | 0%             | 40%            | 9.21%           | \$ 3,000,000.00  |
| Portfolio % > 5 years                                | 0%             | 10%            | 0.00%           | \$ -             |
|                                                      |                |                | 100%            | \$ 32,588,319.38 |

#### 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                                          |                                |                       |                    |                 |                            |                                       |
|---------------------------------------------------------|--------------------------------|-----------------------|--------------------|-----------------|----------------------------|---------------------------------------|
| Cash and Investments Holdings as at 30th September 2018 |                                |                       |                    |                 |                            |                                       |
| Investment                                              | Investment Final Maturity Date | Current Interest Rate | Interest Frequency | Coupon Maturity | Amount Invested Value (\$) | Accrued Interest to End of Month (\$) |
| <u>On-Call Accounts</u>                                 |                                |                       |                    |                 |                            |                                       |
| Commonwealth Bank                                       | On Call                        | 0.90%                 | Monthly            | EOM             | 1,316,366                  | Pd Monthly                            |
| Commonwealth Bank                                       | On Call                        | 1.00%                 | Monthly            | EOM             | 771,954                    | Pd Monthly                            |
| <b>Total On-Call Accounts</b>                           |                                |                       |                    |                 | <b>2,088,319</b>           |                                       |
| <u>Term Deposits</u>                                    |                                |                       |                    |                 |                            |                                       |
| Bendigo and Adelaide Bank                               | 10/07/2019                     | 3.10%                 | Maturity           | 10/07/2019      | 500,000                    | \$3,482.19                            |
| Newcastle Permanent Building Society                    | 21/08/2019                     | 3.00%                 | Maturity           | 17/11/2018      | 500,000                    | \$1,849.32                            |
| Newcastle Permanent Building Society                    | 12/12/2018                     | 2.50%                 | Maturity           | 12/12/2018      | 500,000                    | \$1,575.34                            |
| ING                                                     | 14/09/2021                     | 3.12%                 | Maturity           | 16/09/2019      | 500,000                    | \$16,283.84                           |
| Bank of Queensland                                      | 20/03/2020                     | 3.30%                 | Maturity           | 16/11/2018      | 1,000,000                  | \$28,750.68                           |
| ME Bank                                                 | 11/05/2022                     | 3.47%                 | Maturity           | 10/05/2019      | 1,000,000                  | \$48,294.79                           |
| Westpac                                                 | 31/10/2018                     | 2.90%                 | Maturity           | 31/10/2018      | 1,000,000                  | \$8,104.11                            |
| National Australia Bank                                 | 16/01/2019                     | 2.62%                 | Maturity           | 16/01/2019      | 1,000,000                  | \$1,794.52                            |
| Westpac                                                 | 19/12/2018                     | 2.90%                 | Maturity           | 19/12/2018      | 1,000,000                  | \$3,098.63                            |
| Bank of Queensland                                      | 6/03/2019                      | 2.80%                 | Maturity           | 6/03/2019       | 1,000,000                  | \$6,750.68                            |
| Westpac                                                 | 17/10/2018                     | 2.67%                 | Maturity           | 17/10/2018      | 1,000,000                  | \$25,895.34                           |
| Bank of Queensland                                      | 20/10/2020                     | 3.15%                 | Maturity           | 11/10/2018      | 1,000,000                  | \$30,550.68                           |
| Westpac                                                 | 28/11/2018                     | 2.95%                 | Maturity           | 28/11/2018      | 1,000,000                  | \$5,980.82                            |
| Westpac                                                 | 24/10/2018                     | 2.90%                 | Maturity           | 24/10/2018      | 1,000,000                  | \$8,660.27                            |
| Westpac                                                 | 7/11/2018                      | 3.00%                 | Maturity           | 7/11/2018       | 1,000,000                  | \$7,972.60                            |
| Westpac                                                 | 14/11/2018                     | 3.00%                 | Maturity           | 14/11/2018      | 1,000,000                  | \$7,972.60                            |
| Bank of Queensland                                      | 7/07/2021                      | 3.15%                 | Maturity           | 2/07/2019       | 1,000,000                  | \$7,767.12                            |
| Bank of Queensland                                      | 6/07/2022                      | 3.50%                 | Maturity           | 2/07/2019       | 1,000,000                  | \$8,630.14                            |
| Bankwest                                                | 10/10/2018                     | 2.80%                 | Maturity           | 10/10/2018      | 1,000,000                  | \$6,904.11                            |
| Bankwest                                                | 9/01/2019                      | 2.80%                 | Maturity           | 9/01/2019       | 1,000,000                  | \$6,904.11                            |
| AMP                                                     | 6/02/2019                      | 2.85%                 | Maturity           | 6/02/2019       | 1,000,000                  | \$6,871.23                            |
| Westpac                                                 | 21/11/2018                     | 2.95%                 | Maturity           | 21/11/2018      | 1,000,000                  | \$6,546.58                            |
| Westpac                                                 | 5/12/2018                      | 2.62%                 | Maturity           | 5/12/2018       | 1,000,000                  | \$4,306.85                            |
| AMP                                                     | 27/02/2019                     | 2.80%                 | Maturity           | 27/02/2019      | 1,000,000                  | \$2,454.79                            |
| AMP                                                     | 18/09/2019                     | 2.80%                 | Maturity           | 18/09/2019      | 1,000,000                  | \$1,380.82                            |
| AMP                                                     | 20/03/2019                     | 2.80%                 | Maturity           | 20/03/2019      | 1,000,000                  | \$843.84                              |
| National Australia Bank                                 | 23/01/2019                     | 2.70%                 | Maturity           | 23/01/2019      | 1,000,000                  | \$295.89                              |
| <b>Total Term Deposits</b>                              |                                |                       |                    |                 | <b>25,000,000</b>          | <b>\$259,921.91</b>                   |
| <u>Variable Rate Deposits</u>                           |                                |                       |                    |                 |                            |                                       |
| IMB                                                     | 29/07/2020                     | 2.72%                 | Quarterly          | 24/10/2018      | 500,000                    | \$2,533.70                            |
| IMB                                                     | 18/02/2021                     | 2.76%                 | Quarterly          | 14/11/2018      | 500,000                    | \$1,776.99                            |
| Commonwealth Bank                                       | 20/04/2021                     | 3.22%                 | Quarterly          | 20/10/2018      | 500,000                    | \$3,176.87                            |
| Commonwealth Bank                                       | 23/08/2021                     | 3.05%                 | Quarterly          | 24/11/2018      | 500,000                    | \$1,548.02                            |
| Commonwealth Bank                                       | 31/08/2021                     | 3.01%                 | Quarterly          | 28/11/2018      | 500,000                    | \$1,358.42                            |
| National Australia Bank                                 | 4/11/2019                      | 2.86%                 | Quarterly          | 5/11/2018       | 1,000,000                  | \$4,542.43                            |
| Westpac                                                 | 16/11/2021                     | 3.16%                 | Quarterly          | 16/11/2018      | 1,000,000                  | \$3,889.73                            |
| Newcastle Permanent Building Society                    | 2/09/2020                      | 2.71%                 | Quarterly          | 30/11/2018      | 1,000,000                  | \$2,301.64                            |
| <b>Total Floating Rate Deposits</b>                     |                                |                       |                    |                 | <b>5,500,000</b>           | <b>\$21,127.81</b>                    |
| <b>Total Cash and Investments</b>                       |                                |                       |                    |                 | <b>32,588,319</b>          | <b>\$281,049.71</b>                   |



**Governance issues:**

Nil

**Environmental issues:**

Nil

**Stakeholders:**

Walgett Shire Council  
Residents of Walgett Shire Council  
Financial Institutions

| Percentage invested in each institution as at 30th September 2018 |                          |                        |                        |
|-------------------------------------------------------------------|--------------------------|------------------------|------------------------|
| <u>Institution Name</u>                                           | <u>Institution Codes</u> | <u>% of Money held</u> | <u>Amount Held</u>     |
| AMP                                                               | AMP                      | 12.27%                 | \$4,000,000.00         |
| Bank of Queensland                                                | BOQ                      | 15.34%                 | \$5,000,000.00         |
| Bendigo and Adelaide Bank                                         | BAB                      | 1.53%                  | \$500,000.00           |
| Commonwealth Bank                                                 | CBA                      | 11.01%                 | \$3,588,319.38         |
| IMB                                                               | IMB                      | 3.07%                  | \$1,000,000.00         |
| ING                                                               | ING                      | 1.53%                  | \$500,000.00           |
| Members Equity Bank                                               | ME                       | 3.07%                  | \$1,000,000.00         |
| National Australia Bank                                           | NAB                      | 9.21%                  | \$3,000,000.00         |
| Newcastle Permanent Building Society                              | NPBS                     | 6.14%                  | \$2,000,000.00         |
| Bank West                                                         | BW                       | 6.14%                  | \$2,000,000.00         |
| Westpac                                                           | W                        | 30.69%                 | \$10,000,000.00        |
|                                                                   |                          | 100%                   | <b>\$32,588,319.38</b> |

**Financial Implications:**

As per report

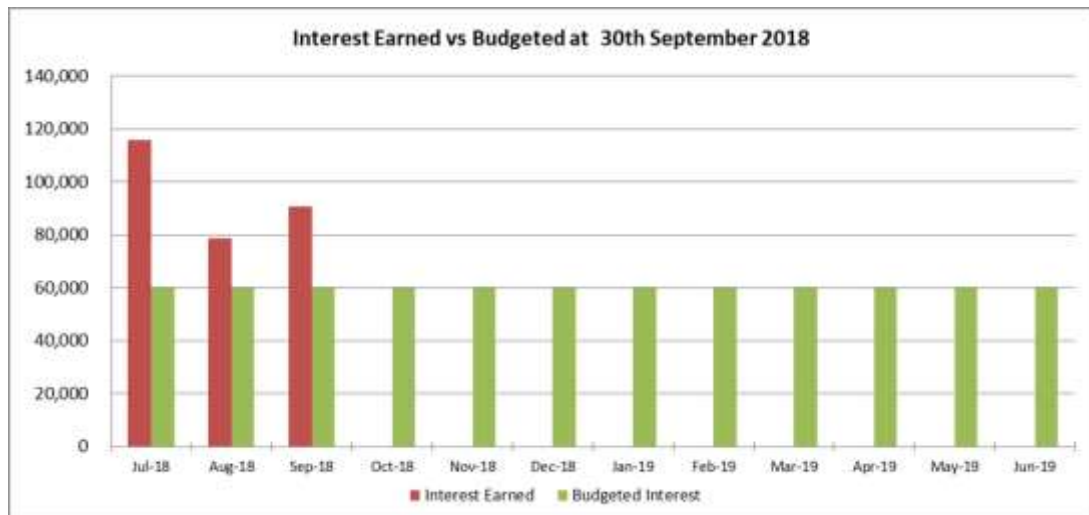
**Alternative Solutions/Options:**

Nil

**Conclusion:**

As at 30<sup>th</sup> September 2018 Walgett Shire Council's total available cash and invested funds totalled \$32,588,319.38, a decrease of \$1,560,961.62 from 31<sup>st</sup> August 2018. This decrease in the total portfolio can be largely attributed to the ongoing capital work projects.

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



### 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 30<sup>th</sup> September 2018.

Michael J Urquhart

**Chief Financial Officer – Responsible Accounting Officer**

### Cash and Investment Report as at 30 September 2018

#### Recommendation:

That the Investment report as at 30 September 2018 be received and noted.

**Moved:**

**Seconded:**

## 15.2.2 MONTHLY OUTSTANDING RATES REPORT

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

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### **Summary:**

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

In 2013 financial year the Consolidated Rates Arrears percentage was reported as 13.09%. This improved in 2014 to 9.33% and again in 2015 to 9.32%, however, in 2016 the unrecovered balance increased to 11.63%, a consequence of reduced debt recovery, due to vacancies in the rating area. The audited result of 10.37% for 2016/17 was a good outcome, with a big improvement again in 2017/18 with an unaudited result of 9.48%.

### **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 30<sup>th</sup> September 2018 is 40.00% which is 3.28% less than the previous year's collection of 43.28%. Collections this financial year have slowed with an increasing number of ratepayers choosing to make longer term payment plans, no doubt a result of the prolonged drought conditions. Staff continue with the recovery process and communicate regularly with those ratepayers not making payment or alternative arrangements.

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

Outstanding Rates Report.

### **Governance issues:**

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

### **Environmental issues:**

Nil

### **Stakeholders:**

Walgett Shire Council community

Walgett Shire Ratepayers  
Walgett Shire Council

**Financial Implications:**

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

**Alternative Solutions/Options:**

There are no alternative solutions or options.

**Conclusion:**

The report recommends that Council note the outstanding rates and annual charges percentage and ongoing commitment to sustain, maintain and improve this key performance indicator.

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

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

**Attachments:**

Monthly Report - Outstanding Rates Report

**Monthly Report - Outstanding Rates & Annual Charges as at 30 September 2018****Report on Rates and Annual Charges - 30 September 2018**

|                                                         | 9 October 2018        | 30 September 2018     | 30 September 2017     |
|---------------------------------------------------------|-----------------------|-----------------------|-----------------------|
| Arrears from previous year                              | 832,246.36            | 832,246.36            | 729,437.40            |
| Adjustment                                              |                       |                       |                       |
| Sub Total                                               | 832,246.36            | 832,246.36            | 729,437.40            |
| <b>Current Year Activity</b>                            |                       |                       |                       |
| Legal fees (Including write off's)                      | 23,349.00             | 24,376.00             | 17,435.40             |
| Adjusted Levy                                           | 9,362,046.31          | 9362046.31            | 9,151,469.44          |
| Interest (Including write off's)                        | 14,699.86             | 13,410.14             | 11,988.12             |
| Adjustments (Including Write Off's)                     | (759.31)              | (666.50)              | (13,114.88)           |
| Sub Total                                               | 9,399,335.86          | 9,399,165.95          | 9,167,778.08          |
| <b>Total Arrears and Adjusted Levy</b>                  | <b>10,231,582.22</b>  | <b>10,231,412.31</b>  | <b>9,897,215.48</b>   |
| Payments                                                | (3,864,392.13)        | (3,759,732.96)        | (3,967,647.50)        |
| Pensioner Concessions - Govt                            | (97,432.46)           | (97,432.46)           | (97,943.57)           |
| Pensioner Concessions - Council                         | (79,721.98)           | (79,721.98)           | (80,139.64)           |
| Discount                                                | 0.00                  | 0.00                  | 15.81                 |
| Special Rebate Council                                  | (18,357.50)           | (18,357.50)           | 0.00                  |
| Sub Total                                               | (4,059,904.07)        | (3,955,244.90)        | (4,145,714.90)        |
| <b>Total Remaining Levy</b>                             | <b>\$6,171,678.15</b> | <b>\$6,276,167.41</b> | <b>\$5,751,500.58</b> |
| Current                                                 | 5,379,383.59          | 5,462,890.86          | 4,945,372.42          |
| Arrears                                                 | 514,960.72            | 527,823.30            | 536,164.83            |
| Interest b/f from previous years                        | 81,334.03             | 87,159.43             | 81,292.71             |
| Current year interest                                   | 13,039.79             | 12,292.11             | 12,312.65             |
| Legals                                                  | 182,960.02            | 186,001.71            | 176,357.97            |
| <b>Total Remaining Levy</b>                             | <b>\$6,171,678.15</b> | <b>\$6,276,167.41</b> | <b>\$5,751,500.58</b> |
| Variance                                                | \$0.00                | \$0.00                | \$0.00                |
| <b>Total YTD Collected</b>                              |                       |                       |                       |
| Collected YTD % of Levy, Arrears, Interest & Legal Fees | 39.68%                | 38.66%                | 41.89%                |
| Collected YTD % of Levy                                 | 41.11%                | 40.00%                | 43.28%                |

### 15.2.3 ANNUAL FINANCIAL STATEMENTS 2017/2018

**REPORTING SECTION:** Corporate Services  
**AUTHOR:** Michael Urquhart – Chief Financial Officer  
**FILE NUMBER:** 15/47

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**Summary:**

This report recommends the Draft Annual Financial Statements and Draft Special Purpose Financial Statements for the year ending 30 June 2018 be referred for audit.

**Background:**

Section 413, 415 and 416 of the Local Government Act 1993 requires the Council's General Purpose and Special Purpose Annual Financial Reports for the year ending 30 June 2017 to be prepared, referred to audit and audited by 31 October 2017.

Council is required to authorise the referral of the Annual Financial Reports consisting of the General Purpose Report and Special Purpose Report to Council's Auditor.

Section 413 of the Local Government Act 1993, also requires that the Financial Reports must be accompanied by a Statement by Council and Management made pursuant to section 413 (2)(c) of the Local Government Act 1993 and made pursuant to a resolution of Council.

Section 418 (2) of the Local Government Act 1993, states that as soon as practicable but not more than 5 weeks after the Audit Report is received, Council must give notice that a Meeting will be held to present the Financial Reports and the Auditor's Report to the public. Such public notice must include a summary of the Financial Reports.

**Current Position:**

As well as moving to refer the statements to audit, Council is required at this time to sign the statement by Councillors and Management within the financial statements for both the General Purpose Financial Statements and the Special Purpose Financial Statements.

The report recommends that the General Manager be delegated the authority to authorise the Financial Statements for issue to the Office of Local Government, and to the public before formal adoption at the next available Council meeting.

Council staff have completed the draft financial statements and they have been referred to audit by the NSW Audit Office as the nominated external independent auditing body.

**Relevant Reference Documents/Policies:**

Local Government Act (1993)  
Local government Regulation

**Governance issues:**

Full disclosure and transparency in activities relating to financial management will be met by provision of final financial statements to be tabled at a later meeting of Council.

**Environmental issues:**

There are no identified environmental issues.

**Stakeholders:**

Councillors of Walgett Shire Council  
Office of Local Government  
NSW Audit Office

**Financial Implications:**

The Financial Reports represent Council's financial position as at 30 June 2018.

**Alternative Solutions/Options:**

N/A

**Conclusion:**

It is now appropriate that action be taken in accordance with the Local Government Act in relation to the 2017/2018 Financial Reports.

| Annual Financial Statements 2017/2018                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <ol style="list-style-type: none"><li>1. The Draft Annual Financial Reports for 2017/2018 be referred to Council's Auditor.</li><li>2. The Mayor, another Councillor, the General Manager and Chief Financial Officer be authorised to sign the necessary Financial Statements.</li><li>3. On receipt of the Audit Report, a copy be forwarded to the Office of Local Government and any other relevant statutory body.</li><li>4. Council delegate to the General Manager the authority to set the date at which the Auditor's report and the Financial Statements be presented to the public, additionally be reviewed/adopted by Council formally as required, subject to Section 418 of the Local Government Act 1993 and its requirements.</li></ol> <p><b>Moved:</b><br/><b>Seconded:</b></p> |



**Attachments:**

Section 413 statements for signature.



## Walgett Shire Council

### General Purpose Financial Statements

for the year ended 30 June 2017

### Statement by Councillors and Management

made pursuant to Section 413(2)(c) of the *Local Government Act 1993 (NSW)* (as amended)

The attached General Purpose Financial Statements have been prepared in accordance with:

- the *Local Government Act 1993 (NSW)* (as amended) and the regulations made thereunder,
- the Australian Accounting Standards and professional pronouncements, and
- the Local Government Code of Accounting Practice and Financial Reporting.

To the best of our knowledge and belief, these financial statements:

- present fairly the Council's operating result and financial position for the year, and
- accord with Council's accounting and other records.

We are not aware of any matter that would render these statements false or misleading in any way.

Signed in accordance with a resolution of Council made on dd/mm/yy.

---

Ian Woodcock  
Mayor

---

Manuel Martinez  
Councillor

---

Donald Ramsland  
General manager

---

Michael Urquhart  
Responsible accounting officer

## Walgett Shire Council

### Special Purpose Financial Statements

for the year ended 30 June 2017

### Statement by Councillors and Management

made pursuant to the Local Government Code of Accounting Practice and Financial Reporting

The attached Special Purpose Financial Statements have been prepared in accordance with:

- the NSW Government Policy Statement 'Application of National Competition Policy to Local Government',
- the Division of Local Government Guidelines 'Pricing and Costing for Council Businesses – A Guide to Competitive Neutrality',
- the Local Government Code of Accounting Practice and Financial Reporting,
- the NSW Office of Water Best-Practice Management of Water and Sewerage Guidelines.

To the best of our knowledge and belief, these financial statements:

- present fairly the operating result and financial position for each of Council's declared business activities for the year, and
- accord with Council's accounting and other records.

We are not aware of any matter that would render these statements false or misleading in any way.

Signed in accordance with a resolution of Council made on dd/mm/yy.

---

Ian Woodcock  
Mayor

---

Manuel Martinez  
Councillor

---

Donald Ramsland  
General Manager

---

Michael Urquhart  
Responsible Accounting Officer

## 15.2.4 PECUNIARY INTEREST RETURNS

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

---

### **Summary:**

In accordance with section 449 of the Local Government Act 1993 all Councillors, General Manager and other designated persons must complete the ordinary return each year.

### **Background:**

Section 449 (3) states “A Councillor or designated person holding that position as at 30 June in any year must complete and lodge with the General Manager within 3 months after that date a return in the form prescribed by the regulations”.

### **Current Position:**

The information collected is for compliance with the Local Government Act 1993 and the completed returns must be lodged with the General Manager by the 30<sup>th</sup> September 2018.

New Councillors and designated persons must complete and lodge with the General Manager, within 3 months after becoming a councillor or designated person, a return in the form prescribed by the regulations (Section 449(1) of the Local Government Act 1993).

In accordance with Section 450A the register of completed returns is tabled for information.

### **450A Register and tabling of returns**

*(1) The general manager must keep a register of returns required to be lodged with the general manager under section 449.*

*(2) Returns required to be lodged with the general manager under section 449 must be tabled at a meeting of the council, being:*

*(a) In the case of a return lodged in accordance with section 449 (1)-the first meeting held after the last day for lodgement under that subsection, or*

*(b) In the case of a return lodged in accordance with section 449 (3)-the first meeting held after the last day for lodgement under that subsection, or*

*(c) In the case of a return otherwise lodged with the general manager-the first meeting after lodgement.*

### **Governance issues:**

Local Government Act 1993

### **Environmental issues:**

Nil

### **Stakeholders:**

Walgett Shire Council Councillors  
Walgett Shire Council Designated Staff

### **Financial Implications:**

Nil

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

Nil

**Conclusion:**

The pecuniary interest returns will be tabled on the day.

| <b>Pecuniary Interest Returns</b>                                                                                                                 |
|---------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <p>That the Chief financial Officers report be received and noted.</p> <p><b>Moved:</b></p> <p><b>Seconded:</b></p> |

**Attachments:**

The annual pecuniary interest returns will be tabled at the October 2018 Ordinary meeting.

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

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

---

### 1. Property Matters

- **Collarenebri Showground grandstand.** A further report shall be tabled when more information is to hand.
- **Colless Grandstand** – CFO waiting in detailed quotation from local builder.
- **Walgett PCYC** Negotiations continuing with MOU pertaining to Council's contributions.
- **Lightning Ridge bore bath** a request for quotations to be sought in October 18.
- **Administration Centre** Chamber amenities upgrade request for quotation to be sought in October 18.
- **Walgett Swimming Pool** amenities. Painting of the kiosk/entry will commence after the 18/19 season. **Walgett big pool** the contractor shall return at the end of the 18/19 season to paint the big pool, repair leaks in the expansion joints and replace tiles around the gutters.
- **Burren Junction Hall** refurbishment commencing in November 18.
- **Burren Junction Bore Bath** camping charges. Signs for the bore bath are underway and the EFTPOS machine has been ordered. All will be in readiness for the 19/20 winter season. The 355 Committee has continued to collect donations from the honesty box for the 17/18 season.
- **Burren Junction toilet facility.** Purchase order issued. Delivery November 18.
- **Collarenebri Showground.** Order to be placed in coming weeks.
- The **Lightning Ridge depot** has a number of Workplace Health and Safety issues and this will be the subject of a further report to Council. Council's WH & S Officer is currently investigating a number areas that require upgrade. Discussions to be held with Director Engineering to assess scope of works and completion date.
- Council has received a quotation for the Collarenebri Golf Club replacement as this is an insurance matter. Quotation for shed sought in October 18.

### 2. Finance & Administration

- LG Solutions have been contacted regarding the process to prepare budget papers in a line item format.
- Water standpipe. Charging to commence when drought breaks.
- CFO to check with Audit Office if on-site for interim audit and possible meeting with Council. AO no response to date.
- FBT Policy to be developed. Underway.
- Work is progressing for completion of the 2017/18 financial statements.
- Email sent to OLG regarding special rates for water access by ratepayers outside reticulation system. No response as yet.
- 1<sup>st</sup> July 18 implementation of new capital works suspense ledgers with asset sub-accounts for assets system integration.
- Development of WH & S Strategy.
- Council to look at Statewide Airport management system.
- CFO presentation to community forums to include Council initiative for placing defibrillators in shire villages and towns.
- School to work program underway and in place.

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

**Recommendation:**

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

**Moved:**

**Seconded:**



## 15.3 ENVIRONMENTAL SERVICES

### 15.3.1 LOCAL HERITAGE FUND 2018/2019 - APPLICATIONS

**REPORTING SECTION:** Environmental Services  
**AUTHOR:** Director Environmental Services, Jessica McDonald  
**FILE NUMBER:** 18/312

---

**Summary:**

This report outlines and discusses the applications for the 2018/2019 Local Heritage Fund and recommends funds to be allocated towards three important projects.

**Background:**

Each year Council invites applications from owners and managers of buildings listed as heritage building under Council's Local Environmental Plan 2013 to make applications for funds under the Local Heritage Fund. Generally, applicants can receive, dollar for dollar, up to \$5000.00 in funding unless otherwise agreed by Council.

**Current position:**

In the 2018/2019 round, Council has received three applications.  
These applications are:

Brian & Kate Gibbons of Collarenebri

Address: Boora Road, Collarenebri

**Project:** 'Moongulla Outbuildings', Maintenance of outbuildings including painting and repairs to joinery, guttering and downpipes. The purpose of the works is to preserve the historical homestead buildings which are also used to host the CWA Wool Day every four years.

**Total cost of works:** \$7000    **Funds requested:** \$5000

**Fund recommended:** \$3,500

Neil Fletcher of Collarenebri

Address: 58 Wilson Street, Collarenebri

**Project:** Upgrades to Tattersalls Hotel, repaint exterior in heritage colours, repaint exterior bar area, replace existing grease trap with compliant grease trap. The Hotel provides a social meeting points for the community members to meet for a social drink and a meal.

**Total Cost of Works:** \$15,000    **Funds Requested:** \$7,500

**Funds Recommended:** \$5,500

Jill Friend of Walgett

Address: 'Pink House' 152 Fox Street Walgett

**Project:** Upgrade Essential Fire Protection Systems including building occupancy warning systems and emergency lighting systems. The Pink House provides a mix of short and long term accommodation to those living and working in the area. The upgrades provide enhanced safety to the occupants.

**Total Cost of Works:** \$19,000    **Funds Requested:** \$5,000

**Funds Recommended:** \$6,500

Given that the fund has attracted three good applications with the works due to be completed by mid-April 2019, it is considered that Council spread the available funds out over the three applications, enabling additional funds to be provided to the applicants, however still maintaining the dollar for dollar value.

**Conclusion:**

Upon approval of the allocation of the above funds, a funding offer and contract will be sent to successful applicants on 31 October 2018. Funding will commence on 1 November 2018. All projects must be completed and all funding claimed by 12 April 2019 at the latest. A final report on the outcome of the projects will be reported to Council in June 2018.

**Governance issues:**

Local Government Act 1993, Walgett Local Environmental Plan 2013, Environmental Planning & Assessment Act 1979 No 203.

**Environmental issues:**

Nil.

**Stakeholders:**

Walgett Shire Council, Community, Applicants

**Financial Implications:**

A total of \$15,500 to be paid out to the above applications from the Local Heritage Fund, comprising monies from Walgett Shire Council and Office of Environment and Heritage.

| Local Heritage Fund 2018/2019 - Applications                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <p>That Walgett Shire Council resolve to:</p> <ol style="list-style-type: none"><li>1. Allocate funding to the amount of \$3,500 to Brian &amp; Kate Gibbons for 'Moongulla' Outbuildings, Collarenebri upon successful completion of the approved works.</li><li>2. Allocate funding to the amount of \$5,500 to Neil Fletcher for the Tattersalls Hotel, Collarenebri upon successful completion of the approved works.</li><li>3. Allocate funding to the amount of \$6,500 to Jill Friend for The Pink House, Walgett, upon successful completion of the approved works.</li></ol> <p>From the 2018/2019 Local Heritage Fund.</p> <p><b>Moved:</b><br/><b>Seconded:</b></p> |

**Attachments:**

Nil

### 15.3.2 PROPOSED CHILLER - WALGETT

**REPORTING SECTION:** Environmental Services  
**AUTHOR:** Director Environmental Services, Jessica McDonald  
**FILE NUMBER:** 18/312

---

**Summary:**

This report discusses a proposed new chiller to be located at the Industrial Area of Walgett and discusses the application being approved or refused under Delegated Authority.

**Background:**

In previous months, Council staff have been in contact with a developer who wished to place a chiller in the Industrial Area of Walgett and Operate. The chiller was placed at Peel Street Walgett and is not in operation. However, a question was raised at the May 2018 meeting regarding the chiller, if approval for the use was needed and if the development would be subject to public notification. In June 2018, Council staff confirmed approval for the chiller and its operation is required. Staff also confirmed that, in accordance with advice received from the previous General Manager, the development would be notified to affected neighbours.

**Current position:**

The developer is yet to make formal application to Council for the installation and use of the Chiller in Walgett. Council staff have been discussing various matters for consideration with the developer including odour control, discharge of wastes and water supply.

It is anticipated that the developer may make formal application to Council shortly. The development consists of a single chiller, located at Peel Street in the Industrial Area of Walgett. The proposed Chiller is permissible within the zone in accordance with Walgett's Local Environmental Plan 2013 (LEP) and unless there are significant issues which cannot be resolved as part of the development or the developer cannot or is not willing to comply, the development must be approved in accordance with the LEP and the Environmental Planning & Assessment Act 2018.

The need to notify neighbours of the development is not required under Council's Development Control Plan and would add unnecessary processes and delays into the assessment and approval timeframes.

The development can be approved under Delegated Authority and would be assessed in accordance with the Act to determine impacts of the development. Any consent would then be conditioned to ensure compliance and to ensure the on-going amenity of neighbouring properties. The consent will refer to matters such as water supply, effective odour control and waste disposal which are to be managed in accordance with Council's requirements and relevant Legislation. Given the information given to Council at present and the availability of services to the proposed site, there is no reason effective management of these issues cannot be achieved.

The development is proposed to be managed by local members of the community. Similar development exists within the shire and is also underway or finalised in surrounding regions.

**Governance issues:**

Local Government Act 1993, Environmental Planning & Assessment Act 2018, Walgett Local Environmental Plan 2013.

**Environmental issues:**

Any application for development consent is subject to assessment under the EPA Act. This assessment takes into account impacts of that development on the environment and surrounding properties and neighbours.

**Stakeholders:**

Walgett Shire Council, Community, Staff, Applicant

**Financial Implications:**

The developer will be required to install specific measures to ensure odour control, waste disposal and water supply.

**Proposed Chiller - Walgett**

**Recommendation:**

That Walgett Shire Council resolve to:

Allow the proposed application, when upon lodgement (where lodgement occurs), not to be notified to the adjoining neighbours where the application complies with the Walgett LEP 2013 and DCP 2016, and to be determined under Delegated Authority.

**Moved:**

**Seconded:**

## 15.4 DIRECTOR ENGINEERING/TECHNICAL SERVICES

### 15.4.1 TRANSFER OF ROAD OWNERSHIP WOODLANDS ROAD

|                           |                                                                    |
|---------------------------|--------------------------------------------------------------------|
| <b>REPORTING SECTION:</b> | <b>Engineering/Technical Services</b>                              |
| <b>AUTHOR:</b>            | <b>Ray Graham – Acting Director Engineering/Technical Services</b> |
| <b>FILE NUMBER:</b>       | <b>10/130</b>                                                      |

---

#### **Summary:**

This report is related to the approved Development for the Walgett Solar farm and the Condition of Development related to Road access which then requires Council to consent to the transfer of the Crown Road known as Woodlands Road to Council.

#### **Background:**

As part of the condition of consent imposed upon the Walgett Solar farm by the Minister for Planning, is that the applicant must “.. Upgrade the site access road, between the Castlereagh Highway and the site entry point, to the satisfaction of Council, in accordance with Council’s standards for gravel roads.”

The road in question being Woodlands Road. Research indicates that this road is a Crown Road rather than a Council owned and controlled road.

In accordance with the Department of Industry Administration of Crown Roads Policy the department does not provide public road services such as road construction, maintenance or traffic management. The department also cannot endorse the construction, upgrade or maintenance of a Crown road to satisfy the gravel road standard as required in the development consent. As such the Department considers this Crown Road (Woodlands Road) to be suitable for transfer to Council.

Woodlands Road provides access to several properties and already appears to receive basic maintenance by local residents only.

Also part of the policy position is that Department will generally consult with Council before proceeding with the road transfer, therefore Council consent to this transfer is required.

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

Roads Act 1993

Department of Industry – Lands and Water - Administration of Crown Roads Policy

#### **Governance issues:**

As the Roads Manager, Council’s consent is required for this proposal.

#### **Environmental issues:**

None known at this stage

#### **Stakeholders:**

Walgett Shire Council

NSW Department of Industry – Lands and Water

Walgett Solar Pty Ltd (EPURON)

#### **Financial Implications:**

Nil – all costs associated with the transfer will be undertaken by Walgett Solar

**Conclusion:**

As the Road Manager, Council's consent is required for the proposal to proceed. Woodlands Road is already part of the Walgett Shire Road Network and Council would eventually be compelled by the Department to take possession of the road

|                                                                                                                                                                                                                                                                        |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Transfer of road ownership Woodlands Road</b>                                                                                                                                                                                                                       |
| <p><b>Recommendation:</b></p> <p>That Council advise the Department of Industry – Lands &amp; Water that it has no objection to Woodlands Road being transferred to Walgett Shire Council ownership as a public road.</p> <p><b>Moved:</b></p> <p><b>Seconded:</b></p> |

**Attachments:**

Nil



## 15.4.2 FORMALISATION OF ROAD RESERVE – WOODLANDS ROAD

**REPORTING SECTION:** Engineering Services  
**AUTHOR:** Ray Graham –Acting Director Engineering/Technical Services  
**FILE NUMBER:** 10/130

---

### Summary:

This report is related to the section of the Woodlands Road that is created off the road reserve.

### Background:

The current owner of Lot 50 DP 752271 (see attached map) has approached Council with a willingness to negotiate with Council to formalise the road reserve over the current road formation.

### Current Position:

Currently the traffic that uses the northern section of Woodlands Road North of Two Mile Warrnambool Creek does not follow the road reserve, instead of taking the left hand bend and following the existing road reserve the trafficked route runs straight through private property for an approximate length of 350 metres. This section of road is currently formed, not gravelled and is unfenced. Noting the current formation was constructed and is maintained by private individuals.

Woodlands Road provides access to the Castlereagh Highway for several properties, with this section currently being utilised by at least 2 properties. Discussions with the landowner indicate that they would be willing to for Council to take over the land as long as Council met the costs of the transfer. Currently Council does not undertake any maintenance of the road in this area, and Council may consider that the road would be maintained as a dry weather road only and remain in an unfenced situation.

The process from here would be to gain concurrence of the land owner and negotiate appropriate compensation for the acquired property, arrange a survey so that the new road reserve could be created and dedicated as public road.



**Stakeholders:**

Walgett Shire Council  
Landowners – Woodlands Road

**Financial Implications:**

An extension to Council's current road network would have implications on road maintenance and potential maintenance expectations.

**Conclusion**

Council will need to consider whether the cost of transferring the section of Woodlands road and potential ongoing maintenance into the future is appropriate.

| Formalisation of Road Reserve – Woodlands Road                                                                                                                                                                 |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <p>That Council commence the propose to acquire through agreement the section of Woodlands Road that runs through Lot 50 DP 752271</p> <p><b>Moved:</b><br/><b>Seconded:</b></p> |

### 15.4.3 SUCCESSFUL GRANT NOTIFICATION HEAVY VEHICLE SAFETY AND PRODUCTIVITY PROGRAM

**REPORTING SECTION:** Engineering Services  
**AUTHOR:** Ray Graham –Acting Director Engineering/Technical Services  
**FILE NUMBER:** 15/176-02

---

**Summary:**

This report is to inform Council of the successful funding notification under the Heavy Vehicle Safety and Productivity Program (HVSPP) for the Gundabloui and the Come by Chance Roads.

**Background:**

Council has previously been successful in receiving Fixing Country roads funding for both of these projects to the amount of \$1,200,000 each, with Council already committing a further \$300,000 from Block Grant to the Gundabloui Road and \$346,750 from the REPAIR Program to the Come by Chance Road. The Hon Michael McCormack MP, has formally announced that Council has been successful in receiving Australian Government funding under Round Six of the HSVPP for the following:

- Gundabloui Road – Widen and seal for funding up to \$1,200,000
- Come by Chance Road – seal for funding up to \$1,200,00

This announcement brings the full funding for each project to \$2.7 million.

**Current Position:**

Council has already commenced work on the Come by Chance Road and will continue to deliver the remainder of this project with the funding increase due to the HVSPP.

With the Gundabloui Road works, it is intended that Council undertake this works through a contract arrangement similar to the recently let Bugilbone Road construction.

Council has been fortunate during this financial year in the success through programs such as Fixing Country Roads and now the HVSPP programs as well as other grant programs. Rather than delay delivery of these projects as well as other already announced projects and still being able to meet our routine maintenance works obligations, it is preferable to deliver the Gundabloui project by Contract.

**Environmental issues:**

None known at this stage

**Stakeholders:**

Walgett Shire Council

**Financial Implications:**

Funding for these projects has already been considered and allowance made.

**Announcement Heavy Vehicle Safety & Productivity Program**

**Recommendation:**

1. That Council receives and That Council note the successful funding through the HVSP program for Gundabloui Road and Come by Chance Road
2. That Council prepare Tenders for the delivery of the Gundabloui Road project

**Moved:**

**Seconded:**

#### 15.4.4 SUCCESSFUL GRANT APPLICATION – COLLARENEBRI PRE-TREATMENT AND SLUDGE HANDLING SCOPING STUDY

**REPORTING SECTION:** Engineering Services  
**AUTHOR:** Ray Graham –Acting Director Engineering/Technical Services  
**FILE NUMBER:** 09/771

---

**Summary:**

This report is to inform Council of the successful funding for the Pre-treatment and sludge handling scoping study for the water filtration plant at Collarenebri.

**Background:**

Council submitted an application as part of the NSW Government's Safe and Secure Water Program (SSWP) for the scoping study for the Collarenebri Pre-treatment and Sludge handling study. The estimated cost of the project is \$100,000 with the funding under the SSWP being up to \$75,000 for 75% of the estimated cost.

The project scope is for the following:

- Site investigation & review of existing infrastructure including Works as Executed drawings, Water Quality data and operational data;
- Option identification & assessment considering:
  - water quality;
  - Australian Drinking Water Quality Guidelines;
  - risk assessment framework; and
  - Recommendation report
- Concept design including:
  - Process Flow Diagram & description;
  - site layout & hydraulic profile drawing;
  - economic evaluation;
  - construction timing; and
  - Final design report
- Cost estimate for:
  - business case;
  - detailed design; and
  - Construction phase

With the proposed outcomes being to have recommendations and a report that Council can then use to apply for further funding to reduce the water quality issues and improve the pre-treatment and sludge handling systems at the Collarenebri Water Treatment plant.

**Current Position:**

The current position for the water supply at Collarenebri is that raw water is pumped into the raw water reservoir which then is treated at the Water Treatment plant. The Collarenebri Water Treatment plant was upgraded in 2015 with an ultrafiltration plant.

The water quality in the Barwon River is of extremely high turbidity due to various factors outside of Council's control. To reduce the turbidity to meet current drinking water standards creates a heavy load on the treatment plant. The current plant is struggling to operate under the high turbidity loads, which results in a requirement for more frequent backwashing, increased chemical usage and increased stress on the filter membrane. Without effective pre-treatment to reduce the turbidity of the water entering the plant, the life expectancy of the filter membrane is expected to be much reduced with resultant higher maintenance costs.

**Relevant Reference Documents/Policies:**

Australian Drinking Water Guidelines

**Environmental issues:**

Reduction in backwash water generated.

**Stakeholders:**

Walgett Shire Council  
Collarenebri Community  
Walli Community

**Financial Implications:**

The funding is 75:25 ratio with Council contributing 25% of the funds, being \$25,000 in this case.

**Successful Grant application – Collarenebri Pre-treatment and Sludge Handling scoping study**

**Recommendation:**

1. That Council note the funding approval for the Collarenebri Pre-treatment and sludge handling scoping study
2. Allocate \$25,000 from the Collarenebri Water fund budget to match the funding received under the Safe and Secure Water Program

**Moved:**

**Seconded:**



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

**REPORTING SECTION:** Engineering/Technical Services  
**AUTHOR:** Ray Graham – Acting Director Engineering Technical Services  
**FILE NUMBER:** 18/358

---

### 1. Walgett Weir

The preparatory work for the Walgett weir is progressing. Negotiations have been undertaken with two (2) landowners who will have access to parts of their properties affected due to the raised weir level and potential water backing up in some flooding events. Agreements have been reached which will allow Council's Project Managers to commence designing for the mitigation measures. With regards to the weir/ fishway ownership matter, this was raised with the Deputy Premier by the Acting General Manager and is being progressed.

### 2. Walgett Cemetery Project

The Walgett Cemetery works have been delayed while approvals for the re-use of the effluent water are obtained. To this length, the turf delivery has been cancelled and discussions with EPA and Office of Water have commenced about obtaining the relevant approvals before further works are undertaken in relation to the effluent water re-use.

### 3. Bugilbone Road

The contractors have commenced work preparing the side-track with major construction work to commence the week commencing 22 October.

With regards to the gravel haulage, as per the original Request for Tender, Council will undertake the Win, Supply and Haulage of the gravel using its preferred contractor list.

### 4. Fox Street Footpath Works

The Fox Street footpath and kerb works have been progressing, with the majority of the works completed. The Kerb works are almost completed with the roadworks outstanding, the majority of the footpath replacement being complete with some small variations have been made to the original scope with works being undertaken near BEST employment to replace a sunken section of footpath.

| Matters Generally For Brief Mention or Information Only – Engineering/ Technical Services                                                                                                                                                      |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <p>That Council receives and note the Matters Generally for Brief Mention or Information only presented by the Acting Director Engineering/ Technical Services.</p> <p><b>Moved:</b></p> <p><b>Seconded:</b></p> |

## 16. RESPONSES TO QUESTIONS FROM THE LAST MEETING

### **Clr Murray**

Q1: Tafe college fence has been damaged for 12 months, what's happening?

### **Clr Cameron**

Q1: Chris Shaw is currently Acting Principle – can we have him present to Council in closed session at the next meeting?

Q2: Sign – Tourist information at Burren Junction, can it be fixed now and not in the next budget? The CFO has spoken with Burren Junction residents and they are researching old photos to see what the sign was about.

### **Clr Keir**

Q1: at the last meeting it was requested that we analyse the bore water at Walgett to see if it was ok to use on Parks and Gardens

While no analysis has been undertaken of the suitability of Bore Water to be used, the intention is to use the Bore water only for a limited period to enable the survival of gardens and playing fields. It is only intended that the Bore water be added to the river water as a supplement. The current bore water licence does not have enough capacity to shoulder the complete burden of water supply for town for extended periods of time

Q2: What is the situation with the water Walgett town water, supply from the Namoi?

Awaiting on the approvals to be given to commence the deepening of the weir pool around the Raw Water pump station foot valve, when these approvals have been finalised, work will commence as a priority.

Q3: if there is no available water we should withhold laying lawn at the Walgett cemetery  
The turf ordered for the cemetery has been put on hold until the approvals can be finalised for the re-use of the effluent water from the Sewer Plant.

Q4: Following on from the last meeting has there been any follow up on the levee bank, is it safe on the Eastern side?

The contractor undertaking the Levee bank works has advised that they will complete the rectification works for the Levee they have had a few holdups relating to equipment breakdowns and other projects they are involved in completing.

Q5: Can we bring water over the weir from the Barwon?

Yes this can be done, when the approvals to deepen the weir pool at the raw water pump are received this will be option will be utilised as necessary.

### **Clr Taylor**

Q1: Bridge approach coming to Carinda needs attention, very rough approach

Council's roadworks crews have done some remedial works on the bridge approaches since the last meeting to smooth out the approaches. They will continue to monitor.

Q2: Banners in streets of Lightning Ridge, can our workforce check these following the recent windy days

Yes, this instruction has been passed on to the relevant staff

Q3: Dog catcher trips to Colly, Lightning Ridge and Grawin, can I have the trip numbers to Lightning Ridge?

Q4: How many apprentices does the Walgett shire offer and in what categories?

### **Clr Walford**

Q1: Gan Bruce, concern over his pool having no safety fence, playground equipment behind his house.

### **Clr Turnbull**

Q1: Can we review our water connection policy for people on the outskirts of town that need water due to dry condition?

*Q2: Can we get a report on how much it costs per km to tar roads after they are formed and gravelled?*

*The construction standards for a gravel road and sealed road differ. Amongst other things the gravel road standard is for a steeper cross fall to enable more effective surface drainage while the sealed road is a lot flatter as the flatter surface is better at sheeting water. Another difference is the road design speed and the way this translates to how curves are designed, also the pavement on a gravel road is generally thinner than on a sealed road. General cost to construct a road to sealed standard is around to \$200,000 to \$400,000 per km this includes an allowance of around \$65,000 per km for the final seal (noting the total cost is dependent on many factors which include traffic volumes, sub surface conditions ie rock, clay etc., Drainage requirements. The average cost to re-sheet a gravel road is around \$50,000 to \$70,000 per km*

*Q3: Can Telstra come to the next meeting re phone service?*

*The CFO has spoken with Telstra Country Wide General Manager and they have listed the “Lake Tower” as a blackspot for both State and Federal funding under the black spot program.*

## 17. QUESTIONS FOR THE NEXT MEETING

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

## 18. CLOSE OF MEETING

**Time: .....**