



AGENDA FOR ORDINARY COUNCIL MEETING

29th April, 2014

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 **Collarenebri Hall** on **29 April, 2014** commencing at 10.00am to discuss the items listed in the Agenda.

Please note:

The bus will leave from the back of Council Chambers at 8:15am.

Don Ramsland
GENERAL MANAGER

WALGETT SHIRE COUNCIL AGENDA

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.

Participation in Meetings despite Pecuniary Interest (S452 Act)

A Councillor is not prevented from taking part in the consideration or discussion of, or from voting on, any of the matters/questions detailed in Section 452 of the Local Government Act.

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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## AGENDA

### 1. Opening of Meeting

### 2. Acknowledgement of Traditional Owners

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

### 3. Apologies

### 4. Welcome to Visitors

### 5. Public Forum Presentations

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

Presentation by Mr Col Hundy.....

### 6. Declaration of Pecuniary/Non Pecuniary Interests

### 7. Confirmation of Minutes/Matters Arising

Minutes of Council Meeting 25 March 2014.....pg 6

Minutes of Council Meeting 8 April 2014.....pg 30

### 8. Reserve Trust Management Committee Reports

### 9. Mayoral Minutes

### 10. Motions of which Notice has been given - Nil

### 11. Presentation of Petitions - Nil

### 12. Councillor's Questions from Last Meeting

### 13. Reports of Committees/Delegates

Minutes of Health & Safety Committee Meeting 13 February 2014.....pg 40

### 14. Reports from Officers

#### 14.1 GENERAL MANAGER

Council's Decision Action Report.....pg 46

Local Government Weekly – April 2014.....pg 53

Circulars from the Local Government Department of Premier & Cabinet – April 2014.....pg 55

Monthly Calendar – April 2014.....pg 65

National General Assembly 2014.....pg 70

Matters For Brief Mention or Information Only – General Manager.....pg 73

#### 14.2 DIRECTOR CORPORATE SERVICES

Cash on Hand and Investment Report.....pg 81

Sec 356 Rebates – Churches and other not for profit organisations.....pg 85

Lightning Ridge Water Standpipe Billing.....pg 88

2014 Local Government and Sport & Rec Forum.....pg 92

Community Development Quarterly Report January to March 2014.....pg 94

Local Infrastructure Renewal Project (LIRS) loans.....pg 102

**14.3 DIRECTOR PLANNING & REGULATORY SERVICES**

DA 2014/003, Caretakers Accommodation Lightning Ridge .....pg 106  
Development & Complying Development Certificate Applications .....pg 119  
Mineral Claim Buffer Zones on Roads .....pg 125

**14.4 DIRECTOR ENGINEERING SERVICES**

Roads & Maritime Services – funding for PAM and bike plans .....pg 134  
Closed Circuit Television (CCTV) Policy .....pg 141  
NSW Rural Firefighting Northwest Zone Service Budget 2014/15 .....pg 149  
Monthly Flood Works Report from Director Engineering Services .....pg 158  
Monthly RMCC Works Report from Director Engineering Services .....pg 166

**14.5 DIRECTOR URBAN & INFRASTRUCTURE SERVICES**

Line Marking Fee – Sportsground Fees & Charges .....pg 169  
Matters for Brief Mention or Information Only – Director Urban Infrastructure Services .....pg 171

**15. Questions for the Next Meeting**

**16. Confidential Reports/Closed Council Meeting**

**16.1 General Manager**

Walgett IGA Temporary Store .....pg 175

**16.2 Director Engineering Services**

Performance of Concrete Crew – March 2014 .....pg 176

**17. Close of Meeting**

**3. Apologies**

**4. Welcome to Visitors**

**5. Public Forum Presentations**

**5.1 Presentation by Mr Col Hundy**

**6. Declaration of Pecuniary/Non Pecuniary Interests**

## **7. Confirmation of Minutes/Matters Arising**

### **7.1 Minutes of Ordinary Council meeting held 25 March 2014**

#### **Minutes of Ordinary Council meeting –25 March 2014**

**Recommendation:**

That the minutes of the Ordinary Council meeting held 25 March 2014, having been circulated be confirmed as a true and accurate record of that meeting.

**Moved:**

**Seconded:**

#### **Attachment**

Minutes of Council meeting held 25<sup>th</sup> March 2014



**MINUTES FOR  
ORDINARY COUNCIL MEETING**

**25<sup>th</sup> March, 2014**

**NOTICE IS HEREBY GIVEN** pursuant to clause 7 of Council's Code of Meeting Practice that the Extra-Ordinary Council Meeting of Walgett Shire Council was held at the **Lightning Ridge Bowling Club**, on **25 March 2014** commencing at 10:22am to discuss the items listed in the Agenda.

**ADOPTED:**

Don Ramsland  
**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.

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### **Remoteness**

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### **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, partner 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:

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- (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.

### **Participation in Meetings despite Pecuniary Interest (S452 Act)**

A Councillor is not prevented from taking part in the consideration or discussion of, or from voting on, any of the matters/questions detailed in Section 452 of the Local Government Act.

### **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:

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- 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.



**MINUTES OF THE ORDINARY MEETING OF THE WALGETT SHIRE COUNCIL HELD AT THE LIGHTNING RIDGE BOWLING CLUB ON TUESDAY 25<sup>th</sup> MARCH, 2014 AT 10:22 AM**

**PRESENT**

Clr G Murray (Mayor)  
Clr D Lane  
Clr I Woodcock  
Clr M Martinez  
Clr D Cooper  
Clr R Greenaway  
Clr M Taylor  
Don Ramsland (General Manager)  
Stephen Holland (Director Corporate Services)  
Raju Ranjit (Director Engineering Services)  
Prafulla K.C (Acting Director Urban Infrastructure Services)  
Matthew Goodwin (Director Planning & Regulatory Services)  
Andrew Wilson (Senior Health & Building Surveyor)  
Victoria Renshaw (Minute Secretary)

**Welcome to Visitors**

The Mayor welcomed all visitors to the meeting and acknowledged the traditional owners of the land.

**Apologies**

**5/2014/1 Apologies – 25 March 2014**

**Resolved:**

1. That the apologies received from Councillors Keir & Walford are accepted and a leave of absence granted.
2. That the apology received from Clr Cooper is accepted and a leave of absence granted until he arrives at the meeting.

**Moved: Clr Lane**  
**Seconded: Clr Martinez**

**CARRIED**

**Declaration of Pecuniary/Non Pecuniary Interests**

Clr Taylor declared a pecuniary interest in item 25 as he is the applicant for this item.

**Public Forum Presentations**

**Ms Wendy Spencer of the Dharriwaa Elders Group discussed the following;**

- The Dharriwaa Elders Group have successfully obtained grant funding for their "Caring for Country" Project.
- The project involves the establishment of walking tracks and picnic areas along the Barwon River in Walgett.
- Ms Spencer outlined the project and work involved to complete elements of the project.
- Ms Spencer thanked Council for our previous in principle support of the project.
- Ms Spencer requested assistance from Council for the following;
  - Padlocks for securing signs
  - Maintenance of the tracks
  - 3 road signs to identify the location of the walking tracks
  - Park benches
  - Approval of signage content

**Ms Philomena McCue-Young discussed the following;**

- Ms McCue-Young is the president of the Lightning Ridge Arts & Crafts Council.
- Ms McCue-Young undertakes volunteer work at the Council between 5 to 7 days per week with her husband.
- Ms McCue-Young requests a lump sum grant of \$10,000, of which 10% will be donated to the Lightning Ridge Arts & Crafts Council.
- The remainder is requested by Ms McCue Young to pay medical costs for dental surgery.

**Confirmation of Minutes**

**5/2014/2 Minutes of Council meeting –11<sup>th</sup> February 2014**

**Resolved:**

That the minutes of the Council meeting held 11 February 2014, having been circulated be confirmed as a true and accurate record of that meeting.

**Moved: C/r Woodcock**

**Seconded: C/r Martinez**

**CARRIED**

**5/2014/3 Minutes of Council meeting – 4 March 2014**

**Resolved:**

That the minutes of the Council meeting held 4 March 2014, having been circulated be confirmed as a true and accurate record of that meeting.

**Moved: Clr Woodcock**

**Seconded: Clr Taylor**

**CARRIED**

**5/2014/4 Minutes of Council meeting – 11 March 2014**

**Resolved:**

That the minutes of the Council meeting held 11 March 2014, having been circulated be confirmed as a true and accurate record of that meeting.

**Moved: Clr Taylor**

**Seconded: Clr Martinez**

**CARRIED**

**Mayoral Minutes**

**5/2014/5 Matters for Brief Mention or Information Only from Mayor**

**Resolved:**

That the matters listed for Brief Mention by the Mayor are received and noted.

**Moved: Clr Greenaway**

**Seconded: Clr Woodcock**

**CARRIED**

**Councillors Questions From Last Meeting**

**Clr Taylor**

**Question 1**

What is the progress of the drought funding application?

**Response**

The General Manager advised that a submission was made to the Prime Minister and Minister for Primary Industries when a visit to Bourke was made on 16 February 2014. On 26 February a Drought Assistance Package was released by the Federal Government, which did not include employment support measures as outlined in Council's submission.

**Question 2**

What is the progress of the Hudson pear control funding?

**Response**

The General Manager advised that it is estimated that approximately \$150,000 will be received through Western Catchment Management. It is proposed that an amount will be allocated towards a feasibility study. A further amount will be allocated towards landholders to undertake their own work, with the balance to go to the Castlereagh Macquarie County Council to undertake work on roadsides etc.

**Question 3**

What is the progress of the Walgett Weir upgrade?

**Response**

The General Manager advised that the feasibility study will be completed shortly. When Council receives the study it will be forwarded to our consultant Jill Kilby. It is anticipated that the study will recommend the levee is raised by 1 metre. Once the feasibility study is received by Council an application for funding will be made.

**Question 4**

Has work been done on a grid on the highway 34km from the Lightning Ridge Post Office in the direction of Hebel?

**Response**

The Director Engineering Services advised that the RMS are currently doing work on this grid. Council are to provide RMS with specification for this.

**Clr Lane**

**Question 1**

A complaint has been received regarding the water restrictions. What restrictions are currently in place?

**Response**

The General Manager advised that in early January Council imposed Level 1 water restrictions. These restrictions did not allow for sprinkler use at any time. Council has previously adopted water restrictions that result in a stark difference between no restrictions and Level 1. Upon his return from leave the General Manager lessened the restrictions to allow for sprinklers to be used between 5-8am and 6-9pm. The General Manager noted that Council's current water restriction policy will need to be revised in the future. Clr Keir is to follow up with the complainant.

**Clr Martinez**

**Question 1**

The trees in Pandora Street are currently dying. Can this be resolved as soon as possible?

**Response**

The General Manager advised that the dripper system needs to be replaced and provision will be included in the 2014/15 budget for this project. In the interim period watering will be undertaken by Council staff. The Acting Director Urban Infrastructure Services advised that he has requested Council staff to use sandbags when watering to avoid water flooding issues.

**Clr Greenaway**

**Question 1**

What is the progress of the repairs to the Collarenebri bank house?

**Response**

The General Manager advised that the bank house and future of the Collarenebri Agency will be subject of a report to the April Council meeting.

**Question 2**

When will work be carried out on the bridges located on Shire Road 5 and does Council intend to renew the bitumen on the approaches to these bridges?

**Response**

The Director Engineering Services to investigate.

**Clr Keir**

**Question 1**

What is happening with the state of the grounds at the Court House?

**Response**

The General Manager advised that the Court Administration has recently changed and it is anticipated that the issue should not continue under the new administration.

**Question 2**

The Walgett Sporting Club board have not received a letter from Council advising that they have received funding.

**Response**

The General Manager advised that he advised the Sporting Club's Treasurer that the payment will be made to the Sporting Club upon receipt of an invoice.

**Reports of Committees/Delegates**

**5/2014/6 Minutes of Health & Safety Committee Meeting – 13 February 2014**

**Resolved:**

1. That the minutes of the Health & Safety Committee Meeting held 13 February 2014, having been circulated be confirmed as a true and accurate record of that meeting.

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

**CARRIED**

**5/2014/7 Minutes of OROC Meeting – 6 December 2014**

**Resolved:**

1. That the minutes of the OROC Meeting held 6 December 2014, having been circulated be confirmed as a true and accurate record of that meeting.

**Moved: Clr Greenaway**  
**Seconded: Clr Taylor**

**CARRIED**

**5/2014/8 Minutes of Local Area Traffic Committee Meeting – 12 December 2013**

**Resolved:**

1. That the minutes of the Local Area Traffic Committee Meeting held 12 December 2013, having been circulated be confirmed as a true and accurate record of that meeting and the recommendations therein be adopted as resolutions of Council.

**Moved: Clr Woodcock**  
**Seconded: Clr Martinez**

**CARRIED**

**5/2014/9 Minutes of Local Area Traffic Committee Meeting – 13 February 2014**

**Resolved:**

1. That the minutes of the Local Area Traffic Committee Meeting held 13 February 2014, having been circulated be confirmed as a true and accurate record of that meeting and the recommendations therein be adopted as resolutions of Council.

**Moved: Clr Martinez**  
**Seconded: Clr Woodcock**

**CARRIED**

**5/2014/10 Minutes of Walgett Shire Council Plant Committee Meeting**

**Resolved:**

1. That the minutes of the Walgett Shire Council Plant Committee Meeting held 4 March 2014, having been circulated be confirmed as a true and accurate record of that meeting and the recommendations therein adopted as resolutions of Council.

**Moved: Clr Lane**  
**Seconded: Clr Taylor**

*Clr Cooper arrived at the meeting at 11:05am.*

**Reports from Officers**

**5/2014/11 Council's Decision Action Report – March 2014**

**Resolved:**

That the Resolution Register for March 2014 be received and noted.

**Moved: Clr Lane**  
**Seconded: Clr Woodcock**

**5/2014/12 Circulars Received from the Local Government NSW**

**Resolved:**

That the information contained in the weekly circulars numbers 5 – 9 from the Local Government NSW be received and noted.

**Moved: Clr Greenaway**  
**Seconded: Clr Lane**

**CARRIED**

**5/2014/13 Circulars Received from the Department of Premier & Cabinet – March 2014**

**Resolved:**

That the information contained in the following Departmental circulars 14-03 to 14-05 from the Local Government Division Department of Premier and Cabinet be received and noted.

**Moved: Clr Cooper**  
**Seconded: Clr Lane**

**CARRIED**

**5/2014/14 Monthly Calendar –March 2014 to May 2014**

**Resolved:**

That Council receive and note the regular monthly calendar for the period March 2014 to May 2014.

**Moved: Clr Greenaway**  
**Seconded: Clr Taylor**

**CARRIED**

**5/2014/15 Implementation of Performance Management Process**

**Resolved:**

For Council's information.

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

**5/2014/16 Variation of Council Meeting Date**

**Resolved:**

That in view of running into the Easter holiday period, the April meeting of Council be moved back one week to Tuesday 29 April 2014.

**Moved: Clr Lane**  
**Seconded: Clr Cooper**

**CARRIED**

**5/2014/17 SES Controller Appointment Confirmations**

**Resolved:**

That Council endorse action taken to support the new appointments/re-appointments to the SES positions at Lightning Ridge and Glengarry and Collarenebri, Carinda and Walgett and extend letters of appreciation to the outgoing controllers and those being re-appointed and also congratulate the newly appointed controllers.

**Moved: Clr Lane**  
**Seconded: Clr Martinez**

**CARRIED**



**5/2014/18 Revitalising Local Government – Comment on ILGRP Recommendations**

**Resolved:**

That Council consider the attached draft submission, make any changes it considers appropriate and forward it to the Office of Local Government prior to 4 April, 2014.

**Moved: C/r Woodcock**

**Seconded: C/r Taylor**

**CARRIED**

**5/2014/19 Matters Generally for Brief Mention or Information Only – General Manager**

**Resolved:**

1. That the matters listed for brief mention or information is received, noted and endorsed.
  - a) Eurool Traditional Owners Aboriginal Corporation
  - b) Revised 2014/15 Operating Plan & Budget Preparation Schedule
  - c) Expression of Interest Regional Express
  - d) Mobile Phone Coverage Submission
  - e) Regional Aviation Submission
  - f) Drought Relief Submission
  - g) Cost Shifting Survey
2. That Council write to the State and Federal Governments requesting that the drought fodder subsidy is increased to \$40,000 for the Walgett Shire as there still has been no meaningful rain.

**Moved: C/r Greenaway**

**Seconded: C/r Martinez**

**CARRIED**

**5/2014/20 Cash on Hand and Investment Report as at 28 February 2014**

**Resolved:**

1. That the cash on hand and investment report as at 28 February 2014 be received.

**Moved: C/r Woodcock**

**Seconded: C/r Cooper**

**CARRIED**

**5/2014/21 Quarterly Budget Review Statements 30 September & 31 December 2013**

**Resolved:**

1. That Council receive and note the attached Quarterly Budget Review Statements for 30 September and 31 December 2013 and adopt the adjustments/changes indicated within each report respectively.

**Moved: Clr Woodcock**  
**Seconded: Clr Cooper**

**CARRIED**

**5/2014/22 Walgett Memorial Bowls Carnival Support**

**Resolved:**

1. That Council provide sponsorship to the Walgett District Sporting Club for the Thorne's Memorial Bowls Carnival in the sum of \$500.00 from the Aboriginal Projects budget 11.03561.1479
2. That the Walgett Sporting Club be advised to submit an application to the January round of Council's Community Assistance program should it wish to seek sponsorship for future year's events.

**Moved: Clr Woodcock**  
**Seconded: Clr Lane**

**CARRIED**

**5/2014/23 Matters Generally for Brief Mention or Information only from Director Corporate Services – March 2014**

**Resolved:**

That the matters listed by the Director Corporate Services for brief mention or information be received and noted.

**Moved: Clr Lane**  
**Seconded: Clr Taylor**

**CARRIED**

**5/2014/24 Road Dedication, Walgett**

**Resolved:**

1. That Council Note the letter dated 27 February 2014 from SMK requesting that Council write to Crown Lands asking that control these parts of the reserve be transferred to Council from Crown lands.
2. Respond to Crown Lands requesting that Neill Street and the part of Pitt Street that form part of Travelling Stock Reserve 12870 be dedicated to Council control.

**Moved:** Clr Greenaway  
**Seconded:** Clr Lane

**CARRIED**

*Clr Taylor declared a Pecuniary Interest in the following item and left the meeting at 11:53am.*

**5/2014/25 Review of Development Determination 2014/006 – Michael Taylor**

**Resolved:**

That Walgett Shire Council resolve to:

1. Approve Development Application DA2014/006 by Michael Taylor for dwelling extensions on Lot 30 DP 752756 subject to the conditions of development consent recommended in the application assessment report.

**Moved:** Clr Lane  
**Seconded:** Clr Cooper

**CARRIED**

**Planning Division**

**For**

Clr Greenaway  
Clr Martinez  
Clr Lane  
Clr Woodcock  
Clr Murray  
Clr Cooper

**Against**

Nil

**Absent**

Clr Keir  
Clr Walford

**Interest Declared**

Clr Taylor

*Clr Taylor returned to the meeting at 11:55am.*

**5/2014/26 Off Leash Area for Dogs at Lightning Ridge**

**Resolved:**

1. That Walgett Shire Council propose the following locations as potential sites for the Off Leash Area for Dogs;
  1. Area at eastern end of Lightning Ridge Racetrack.
  2. Area at western end of Lightning Ridge Racetrack on corner of Gem and Kopi Streets.
2. That Walgett Shire Council place the above location proposals on Public Exhibition and public submissions be invited.

**Moved: Clr**

**Seconded: Clr**

**CARRIED**

**Planning Division**

**For**

Clr Greenaway

Clr Martinez

Clr Lane

Clr Woodcock

Clr Murray

Clr Cooper

Clr Taylor

**Against**

Nil

**Absent**

Clr Keir

Clr Walford

**5/2014/27 Road Network Risk Management Policy**

**Resolved:**

That the draft Road Network Risk Management Policy be adopted in principle and placed on public exhibition and public comment invited.

**Moved: Clr Woodcock**

**Seconded: Clr Cooper**

**CARRIED**

**5/2014/28 Rowena RFS Shed**

**Resolved:**

1. That Council note the report and support the disposal of the existing RFS station and the building of a new station.
2. That Council allow the Brigade to dispose of the existing station.

**Moved: C/r Woodcock**

**Seconded: C/r Taylor**

**CARRIED**

**5/2014/29 Kerb and Gutter Work in Warrena Street, Walgett**

**Resolved:**

1. That Council note the information contained in this report.

**Moved: C/r Martinez**

**Seconded: C/r Cooper**

**CARRIED**

**5/2014/30 Monthly flood works Report from Director Engineering Services**

**Resolved:**

1. That Council receive and note the monthly flood restoration works report for March 2014.

**Moved: C/r Lane**

**Seconded: C/r Taylor**

**CARRIED**

**5/2014/31 Rural Fire Fighting North West Zone Service Draft Budget 2014/2015**

**Resolved:**

1. That Council receive and notes the draft budget for 2014/2015.
2. That Council advise the RFS that it is unable to approve any increase in the 2014/15 RFS budget that exceeds the 2.3% State Government rate pegging limit.
3. That Council request OROC to investigate whether other local Councils are having similar levies in excess of rate pegging limits imposed on them.
4. Council adopt a similar stance with other government agencies (eg. NSW Fire & Rescue etc).

**Moved: C/r Lane**

**Seconded: C/r Woodcock**

**CARRIED**

**Grawin Bore**

Representatives for the Glengarry, Grawin Sheeppark Miners Association addressed the meeting prior to the luncheon adjournment with regards to the possibility of obtaining funding of \$354,000 for the sinking and casing of a bore at Grawin to service local residents.

It was agreed that a report would be prepared for the April Council Meeting.

*The meeting adjourned for lunch at 12:49pm.*

*The meeting resumed at 1:18pm with all those previously present again present.*

**Questions for the next Meeting**

**Clr Taylor**

**Question 1**

Is the contract street sweeper in operation, and if so on what days?

**Response**

The General Manager to investigate.

**Question 2**

The Give Way sign on the corner of Morilla & Opal Streets is faded and needs to be replaced.

**Response**

Director Engineering Services to investigate.

**Question 3**

There is stormwater running from the drain into the gully at the front of the Lightning Ridge Police Station that is wearing away the drain. Can this be investigated?

**Response**

The Director Urban Infrastructure Services to investigate.

**Question 4**

When will the Main Street Beautification Project start?

**Response**

The General Manager advised that as previously discussed Council anticipated receiving part funding from the former Gillard Government for the project, along with Council funds as allocated in the present budget. Due to the change in Government this funding will no longer be available. With the absence of funding this project may need to be spread over a longer period of time. The project has commenced, with members of the Planning Department undertaking conceptual plans. Community consultation will also be undertaken shortly. Projects will be undertaken in the following order;

- 1.Collarenebri
- 2.Walgett
- 3.Lightning Ridge

**Question 5**

The road to the side of Pandora Street is dangerous with vehicles entering/exiting at various points along the road. Can measures be put in place for defined entry and exit points?

**Response**

The Director Engineering Services to investigate.

**Clr Lane**

**Question 1**

Were Council represented at the recent interdepartmental meeting held recently and, if so, what was discussed?

**Response**

The General Manager advised that he did participate in a teleconference at late notice. Agenda and minutes for that meeting have not yet been received. The General Manager will circulate once received.

**Question 2**

A resident has complained about motorbike users driving through the park in Butterfly Avenue, Lightning Ridge. Can Council implement measures to stop this from happening?

**Response**

Director Urban Infrastructure Services to investigate.

**Question 3**

A number of local businesses located in Opal Street, Lightning Ridge have reported grit in their water supply. Can the main be flushed to resolve this?

**Response**

Director Urban Infrastructure Services to investigate.

**Question 4**

I have received an email from Col Hundy regarding procedures for addressing Council's public forum. Can the General Manager investigate this?

**Response**

Copy of email provided to the General Manager to be reviewed and discussed at the next meeting.

**Clr Woodcock**

**Question 1**

Can Council undertake an audit of footpaths in the Shire. There are areas where trees are growing through the concrete creating uneven paths.

**Response**

Director Urban Infrastructure Services to investigate.

**Question 2**

Can provision be made to upgrade the watering system at the main oval of the Collarenebri Sporting Fields in the 2014/15 budget?

**Response**

Director Urban Infrastructure Services to investigate.

**Question 3**

Complaints have been received from residents about tip charges. Can Council advertise the tip charges so that residents are made aware of them?

**Response**

The Acting Director Urban Infrastructure Services is to investigate and bring a report to the April Council meeting.

**Question 4**

What is the present position with regards to the Cumborah Hall project?

**Response**

The General Manager advised that if the original community project approach to construction had been allowed to proceed the building would have been completed more than 18 months ago. Instead it has been repeatedly delayed by the need to obtain competitive quotes from the various trades. Last week a price of \$106,000 had been received from a local supplier for the main shed component with plumbing and electrical trades being the subject of further competitive quotes.

Clr Woodcock requested that the original shed supplier from Lightning Ridge be allowed the opportunity to quote on the final shed design.

**Clr Greenaway**

**Question 1**

The barge board edging is missing on the eastern side of the Rowena Hall. Can this be repaired?

**Response**

Director Corporate Services to investigate.

**Question 2**

What is happening with the bank of soil along the side of the two causeways on Regional Road 329 at the Burren Junction end of the Rowena-Narrabri crossroads?

**Response**

The Director Engineering Services advised that this will be completed in the near future at the same time as the Box Culvert upgrade.

**Question 3**

How much use has the low loader had since it was purchased by Council?

**Response**

The Director Engineering Services to investigate.

**Question 4**

Why has the ramp at the Merrywinebone Silo on Shire Road 2 not yet been removed?

**Response**

The Director Engineering Services advised that this project will be allocated in the budget for the 2014/15 financial year.

**Question 5**

Why has the ramp at the Collarenebri end of Shire Road 5 not yet been removed?

**Response**

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**Question 6**

When will the public meeting to discuss the Burren Junction Hall be held?

**Response**

The General Manager advised that he anticipates that the meeting will take place at the same time as the budget meeting to be held in Burren Junction.

**Clr Cooper**

**Question 1**

Landholders on the Brewon Road would like to know how they can rename the Wanerie Bridge to the Edward Stanley (Ted) Fuller Bridge.



**Response**

The General Manager advised that Council will make investigations with the Geographical Lands Board in relation to the correct procedure for requesting a bridge renaming.

**Question 2**

Can a Give Way sign be placed at the State Highway 18 and State Highway 29 east intersection?

**Response**

The General Manager advised that this request will be referred to the Local Area Traffic Committee.

**Question 3**

What is happening with the Walgett Mud Trials?

**Response**

The Mayor advised that maps have been received regarding the proposed venue.

**Question 4**

I have received a letter from Karen Mackie following a dog attack on stock at her property. What is Council's position regarding dog attacks?

**Response**

A copy of the letter was provided to the General Manager. The Director Planning & Regulatory Services advised that the Local Land Services previously baited within the town vicinity in order to avoid dogs from within town attacking livestock out of town, however it is believed that this is not done anymore. Council are to write to the Local Land Services requesting their position regarding baiting and to respond direct to Ms Mackie.

**Question 5**

What is happening regarding the weir access issues at Gavin & Linda Schmetzer's property?

**Response**

The General Manager advised that the matter is currently with the Lands Department. General Manager to enquire with the Department as to progress of the matter.

**Clr Martinez**

**Question 1**

A complaint has been received from one of the concrete yard operators in the Shire. He believes that he is not receiving an equal opportunity to quote on jobs for Council. Can Council invite tenders for a 6 month period for concrete work?

**Response**

The General Manager to investigate.

**Question 2**

Can a report be prepared with regards to the ongoing issue of asbestos disposal at Walgett Landfill to ensure Council will not be liable in anyway in the future?

**Response**

The Director of Urban Infrastructure Services is to prepare a report.

**5/2014/32 Move into Closed Session At 2:05PM**

**Resolved:**

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

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

**Moved: Cllr Woodcock**

**Seconded: Cllr Greenaway**

**CARRIED**

**5/2014/33 Castlereagh Macquarie County Council Restructure**

**Resolved:**

1. That Walgett Shire Council provide the Castlereagh Macquarie County Council with an advance of \$50,000.00 to be repaid over a period of 3 years interest free.
2. That Walgett Shire Council submit an Expression of Interest for operation of the administration and finance function of the Castlereagh Macquarie County Council.

**Moved: Cllr Woodcock**

**Seconded: Cllr Greenaway**

**CARRIED**

**5/2014/34 Sale of land for unpaid rates – 14 December 2013**

**Resolved:**

1. That Council approve the rates and charges written off totalling \$858.34 as detailed on the attached schedule in relation to the sale of land for unpaid rates on 14<sup>th</sup> December 2013.
2. That Council approve the write off of non-recoverable sales cost totalling \$7,863.36 as detailed on the attached schedule.

**Moved: Clr Lane**  
**Seconded: Clr Cooper**

**CARRIED**

**5/2014/35 Council Telephone Upgrade**

**Resolved:**

That Council consider a provision in the Draft 2014/15 Budget of \$150,000 for a new Unified Communications telephone system and associated data infrastructure upgrade. Subject to funding it is further recommended that Council proceed to stage 2 being the preparation of tender documentation and the calling of tenders.

**Moved: Clr Lane**  
**Seconded: Clr Cooper**

**CARRIED**

**5/2014/36 Request for Inspection Report by Council – George Mulder**

**Resolved:**

1. That the General Manager have further correspondence with Mr George Mulder, in view of the fact that the unauthorised residential occupation has primarily now ceased, with regards to the options going forward.

**Moved: Clr Lane**  
**Seconded: Clr Woodcock**

**CARRIED**

**5/2014/37 Request for funding – Lightning Ridge Arts & Crafts Council**

**Resolved:**

1. That Walgett Shire Council advise that it is unable to provide financial assistance for private gain pursuant to section 356 of the Local Government Act without giving due notice and inviting public submissions.
2. That Walgett Shire Council request Outback Arts call a special meeting of those people interested in the Lightning Ridge Arts & Crafts Council to see if they are willing to provide funds requested or if there are other persons who would be interested in taking over the running of the Lightning Ridge Arts & Crafts Council.

**Moved: Clr Woodcock**

**Seconded: Clr Taylor**

**CARRIED**

**5/2014/38– Dharriwaa Elders Group Caring for County Project**

**Resolved:**

1. That Walgett Shire Council approve the project, subject to the following;
  - a. Community Services workers perform clean up of the sites on an ongoing basis.
  - b. The wording on all proposed signage is submitted to Council for approval.
  - c. Signage is constructed so that it can be lifted and removed from the site during flood events.
  - d. The tracks are no wider than one bobcat width.
  - e. Any grading work by Council is done on a sundry debtor basis.

**Moved: Clr Greenaway**

**Seconded: Clr Woodcock**

**CARRIED**

**5/2014/39 Return to Open Session at 2:50PM**

**Resolved:**

1. That Council return to open session.

**Moved: Clr Greenaway**

**Seconded: Clr Lane**

**CARRIED**

**5/2014/40 Adoption of Closed Session Reports**

**Resolved:**

That Council adopt the following recommendation of the Closed Committee:

- 1) Castlereagh Macquarie County Council Restructure
- 2) Sale of Land for Unpaid Rates 14 December 2013
- 3) Council Telephone Upgrade
- 4) Request for Inspection Report by Council – George Mulder
- 5) Request for funding – Lightning Ridge Arts & Crafts Council
- 6) Dharrivaa Elders Group – Caring for Country Project

**Moved: Cllr Greenaway**

**Seconded: Cllr Martinez**

**CARRIED**

**Close of Meeting**

The meeting closed at 2:41pm.

To be confirmed at the meeting of Council to be held on 29 April 2014 at Collarenebri.

\_\_\_\_\_  
Mayor

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

## 7.2 Minutes of Ordinary Council meeting held 8 April 2014

### Minutes of Ordinary Council meeting –8 April 2014

**Recommendation:**

That the minutes of the Ordinary Council meeting held 8 April 2014, having been circulated be confirmed as a true and accurate record of that meeting.

**Moved:**

**Seconded:**



**MINUTES FOR  
EXTRA-ORDINARY COUNCIL  
MEETING**

**8<sup>th</sup> April, 2014**

**NOTICE IS HEREBY GIVEN** pursuant to clause 7 of Council's Code of Meeting Practice that the Extra-Ordinary Council Meeting of Walgett Shire Council was held at the **Walgett Shire Council Chambers**, on **8 April 2014** commencing at 2:46 pm to discuss the items listed in the Agenda.

**ADOPTED:**

Don Ramsland  
**GENERAL MANAGER**

WALGETT SHIRE COUNCIL MINUTES

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 445 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.

**Participation in Meetings despite Pecuniary Interest (S452 Act)**

A Councillor is not prevented from taking part in the consideration or discussion of, or from voting on, any of the matters/questions detailed in Section 452 of the Local Government Act.

**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.



WALGETT SHIRE COUNCIL AGENDA

WALGETT SHIRE COUNCIL MINUTES

**MINUTES OF THE EXTRA-ORDINARY MEETING OF THE WALGETT SHIRE COUNCIL  
HELD AT WALGETT SHIRE COUNCIL CHAMBERS ON TUESDAY 8<sup>th</sup> APRIL, 2014 AT  
2:46 PM**

**PRESENT**

Clr G Murray (Mayor)  
Clr J Keir  
Clr I Woodcock  
Clr M Martinez  
Clr R Greenaway  
Don Ramsland (General Manager)  
Stephen Holland (Director Corporate Services)  
Matthew Goodwin (Director Planning & Regulatory Services)  
Raju Ranjit (Director Engineering Services)  
Prafulla K.C (Acting Director Urban Infrastructure Services)  
Victoria Renshaw (Minute Secretary)

**Apologies**

**6/2014/1 Apologies – 8 April 2014**

**Resolved:**

1. That the apologies received from Councillors Lane, Cooper, Taylor & Walford are accepted and a leave of absence granted.

**Moved: Clr Woodcock**

**Seconded: Clr Martinez**

**CARRIED**

**Reports of Committees**

**6/2014/2 Walgett Shire Integrated Planning & Reporting Documentation 2014/15**

**Resolved:**

For Council's information.

**Moved: C/r**

**Seconded: C/r**

**CARRIED**

**Close of Meeting**

The meeting closed at 5:05pm.

To be confirmed at the meeting of Council to be held on 29 April 2014 at Collarenebri.

\_\_\_\_\_  
Mayor

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

DRAFT

- 8. Reserve Trust Management Committee Reports- Nil**
- 9. Mayoral Minutes – To Be Circulated**
- 10. Motions of which Notice has been given - Nil**
- 11. Presentation of Petitions - Nil**

## 12. Councillor's Questions from Last Meeting

Clr Taylor

### Question 1

Is the contract street sweeper in operation, and if so on what days?

### Response

The Director Urban Services to investigate.

### Question 2

The Give Way sign on the corner of Morilla & Opal Streets is faded and needs to be replaced.

### Response

The Director Engineering Services advises that work on replacing the sign has commenced.

### Question 3

There is stormwater running from the drain into the gully at the front of the Lightning Ridge Police Station that is wearing away the drain. Can this be investigated?

### Response

The Director Urban Infrastructure Services to investigate.

### Question 4

When will the Main Street Beautification Project start?

### Response

The General Manager advised that as previously discussed Council anticipated receiving part funding from the former Gillard Government for the project, along with Council funds as allocated in the present budget. Due to the change in Government this funding will no longer be available. With the absence of funding this project may need to be spread over a longer period of time. The project has commenced, with members of the Planning Department undertaking conceptual plans. Community consultation will also be undertaken shortly. Projects will be undertaken in the following order;

- 1.Collarenebri
- 2.Walgett
- 3.Lightning Ridge

### Question 5

The road to the side of Pandora Street is dangerous with vehicles entering/exiting at various points along the road. Can measures be put in place for defined entry and exit points?

### Response

The Director Engineering Services advises that this matter was discussed at a Local Area Traffic Committee Meeting. Tree planting as a potential measure is currently being investigated.

Clr Lane

### Question 1

Were Council represented at the recent interdepartmental meeting held recently and, if so, what was discussed?

### Response

The General Manager advised that he did participate in a teleconference at late notice. Agenda and minutes for that meeting have not yet been received. The General Manager will circulate once received.

**Question 2**

A resident has complained about motorbike users driving through the park in Butterfly Avenue, Lightning Ridge. Can Council implement measures to stop this from happening?

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**Response**

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**Clr Woodcock**

**Question 1**

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**Response**

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**Question 4**

What is the present position with regards to the Cumborah Hall project?

**Response**

The General Manager advised that if the original community project approach to construction had been allowed to proceed the building would have been completed more than 18 months ago. Instead it has been repeatedly delayed by the need to obtain competitive quotes from the various trades. Last week a price of \$106,000 had been received from a local supplier for the main shed component with plumbing and electrical trades being the subject of further competitive quotes.

Clr Woodcock requested that the original shed supplier from Lightning Ridge be allowed the opportunity to quote on the final shed design.

## **Clr Greenaway**

### **Question 1**

The barge board edging is missing on the eastern side of the Rowena Hall. Can this be repaired?

#### **Response**

Director Corporate Services to investigate.

### **Question 2**

What is happening with the bank of soil along the side of the two causeways on Regional Road 329 at the Burren Junction end of the Rowena-Narrabri crossroads?

#### **Response**

The Director Engineering Services advised that this will be completed in the near future at the same time as the Box Culvert upgrade.

### **Question 3**

How much use has the low loader had since it was purchased by Council?

#### **Response**

The Director Engineering Services advises that the prime mover has had 796 hours of use and an odometer reading of 40971 km. The Tandem axle trailer has had 406 hours of use and the tri axle trailer has had 324 hours of use.

### **Question 4**

Why has the ramp at the Merrywinebone Silo on Shire Road 2 not yet been removed?

#### **Response**

The Director Engineering Services advised that this project will be allocated in the budget for the 2014/15 financial year.

### **Question 5**

Why has the ramp at the Collarenebri end of Shire Road 5 not yet been removed?

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**Clr Martinez**

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A complaint has been received from one of the concrete yard operators in the Shire. He believes that he is not receiving an equal opportunity to quote on jobs for Council. Can Council invite tenders for a 6 month period for concrete work?

**Response**

The General Manager to investigate.

**Question 2**

Can a report be prepared with regards to the ongoing issue of asbestos disposal at Walgett Landfill to ensure Council will not be liable in anyway in the future?

**Response**

The Director of Urban Infrastructure Services is to prepare a report.

## 13. Reports of Committees/Delegates

### 13.1 Walgett Shire Council Health & Safety Committee Minutes

| Minutes of Health & Safety Committee Meeting – 13 March 2014                                                                                                                                                                                           |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <p>1. That the minutes of the Health &amp; Safety Committee Meeting held 13 March 2014, 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 Health & Safety Committee Meeting 13 March 2014



**MINUTES OF THE MEETING  
WALGETT SHIRE COUNCIL HEALTH & SAFETY COMMITTEE**

The following are minutes of the Walgett Shire Council Health & Safety Committee Meeting held on Thursday 13<sup>th</sup> March 2014 in the Walgett Council Chambers, meeting room commencing at 2:37pm.

**1. PRESENT**

|                 |                                       |
|-----------------|---------------------------------------|
| Prafulla KC     | Committee Member (Chairperson)        |
| Dallas Williams | Committee Member (Deputy Chairperson) |
| Donald Ramsland | Management Representative             |
| Raju Ranjit     | Management Representative             |
| Barry Maher     | Committee Member                      |
| Ramesh Sharma   | Committee Member                      |
| Rebecca Wilson  | Committee Member                      |
| David Callander | Secretary                             |

The chairperson welcomed Ms Donna Ruttle and Mr Michael Brayshaw to the meeting as observers / prospective committee members.

**2. APOLOGIES**

None

**3. MINUTES –**

The minutes from the meeting held on the 13<sup>th</sup> February 2014 were circulated via email and tabled for endorsement.

The minutes of the Health & Safety Committee Meeting held on 13<sup>th</sup> February 2014 were confirmed and accepted.

Moved: Raju Ranjit  
Seconded: Ramesh Sharma

**4. BUSINESS ARISING FROM PREVIOUS MINUTES AS PER ACTION LIST**

**4.1 Walgett Works Depot – Steering Committee**

Mr Ranjit waiting for advice from General Manager re: availability to attend.

**4.2 First Aid Allowance**

Mr Callander advised that the process has commenced and is continuing as time permits

**4.3 Emergency Trailer**

Mr Williams advised that the trailer is completed and should be available next week for work.

#### 4.4 Fencing of Lightning Ridge Bore Baths

Mr Prafulla KC advised that the quotes received were for 1.8m fence. Approval was given by the General Manager to go ahead with the construction of the fence. Mr Prafulla KC advised that the fence should have a completion date in June 2014

#### 4.5 Storage Containers

Mr Callander advised that he has compiled a list of chemicals used by the Shire. Now has to calculate quantities required for each works depot prior to recommending what size containers are required.

#### 4.6 Plant committee meeting – hoists for workshop

Quotes were presented at last plant committee meeting. Should be presented and signed off at next council meeting

#### 4.7 Strongroom cleanout

Ms Wilson reported that the list has gone to the General Manager for his actioning.

#### 4.8 Installation of exhaust fan

A verbal quote has been received from LRE. (information provided by WSC Property Officer)  
Installation should be completed before the next meeting.

### 5. GENERAL BUSINESS

#### 5.1 Incident summary

The incident report for the month of February was presented. There were five cases listed and these were discussed.

Mr Ramsland commented that there have been too many incidents involving plant, in particular damage to motor vehicles. Mr Ramsland commented that consideration is being given to a procedure being developed whereby if a vehicle is found with damage to it – the last person to drive that vehicle will be held accountable. This may encourage people to be more responsible when driving a council vehicle, perform the vehicle checks prior to driving the vehicle and to report damage to the relevant persons when damage occurs.

#### 5.2 Committee Members

Mr Callander advised the committee of the correct method for becoming an elected member of the WHS Committee and continued with a suggestion that due to the lack of nominations over a great period of time that the two observers, Mr Michael Brayshaw and Ms Donna Ruttle, be offered a position on the committee as they had both indicated an interest in joining. After minimal discussion both were welcomed to the committee as new members by all present.

#### 5.3 Electrical tag testing.

Mr Callander spoke to the committee of the difficulty either himself or Mr Williams were having finding time to organise electrical tag testing around the Shire. Mr Callander asked for a recommendation from the committee to the General Manager that another person be trained in tag testing to help ease the load.

Mr Ramsland advised the committee that approval was given to train one other person in tag testing.

**5.4 Newsletter feed back**

Mr Callander advised that there wasn't a newsletter ready to go as he has not received any feedback or items for inclusion. The committee were asked to help out by encouraging staff to submit articles.

**6. OTHER BUSINESS**

**6.1** Mr Callander advised that the skin checks will be held over the full day on Monday 24<sup>th</sup> March. The top floor of the admin building has been booked out for the day, letters have been sent to all that nominated and an appointment schedule has been developed. Nominated persons have been advised of their individual appointment times. 48 of the available 50 appointments have been filled.

**6.2** Mr Callander asked Mr Ramsland to update the committee on the appointment of a new HR Manager. Mr Ramsland responded that short listing is expected to commence soon.

**6.3** Mr Ramsland advised the committee that Flu shots were going to be available to staff again this year and Mr Callander is to organise.

**6.4** Mr Callander presented to the committee some photos taken of the work completed at the Walgett Sewerage Treatment works that resulted from an inspection carried out by committee member Mr Barry Maher. The photos will be included in an upcoming edition of the newsletter as showing the committee is getting results from inspections and highlighting the value of the committee.

**6.5** Mr Callander advised that he has three colours of hat available in the style looked at during the previous meeting in February. A logo will be embroidered on the hat. A new logo is being considered and the General Manager to discuss with Mr Callander prior to ordering the hats.

**6.6** The next meeting of the WHS committee will be held following inspections to be performed by the committee in and around Lightning Ridge. Mr Callander to produce inspections sheets.

**6.7** Mr Maher advised the committee that a new fencing trailer currently being constructed locally should be completed in the next three weeks.

**6.8** The next meeting is to be held Lightning Ridge on the 10<sup>th</sup> April.

**There being no further business the meeting closed at 3:15pm.**

I advise that in accordance with my delegated authority, the recommendations of the Health & Safety Committee contained in this report are accepted.

Signed: \_\_\_\_\_ Mr Don Ramsland, General Manager

## Walgett Shire Council Health & Safety Committee

### Actions listed from minutes

Actions carried forward

Last meeting date: 13th March 2014

| Action No. | Actions                                                                                                      | Responsible Person | Due Date                | Completed Date | Notes / Comments                                                              |
|------------|--------------------------------------------------------------------------------------------------------------|--------------------|-------------------------|----------------|-------------------------------------------------------------------------------|
| 4.1        | Mr Ranjit to advise Mr Ramsland of a date to hold a steering committee meeting regarding the new works depot | Raju Ranjit        | 10th April              |                | Meeting scheduled for Friday 28th March at 10:00am                            |
| 4.2        | Advise progress of First Aid Officer training                                                                | Mr Callander       | 10th April next meeting |                | Has commenced. Still have more to complete                                    |
| 4.3        | Advise "fitout" progress and of training progress                                                            | Mr Williams        |                         |                | Completed                                                                     |
| 4.4        | Update the committee on fencing progress - Lightning Ridge Bore                                              | Mr Prafulla KC     |                         |                | Expect completion date in June 2014                                           |
| 4.5        | Advise progress of chemicals list                                                                            | Mr Callander       |                         |                | To be commenced in April. Report to following meeting                         |
| 4.6        | Advise Committee on outcome of Plant Committee meeting regarding workshop Hoists                             | Mr Ramsland        |                         |                | new quotes went to last meeting, should be signed off at next council meeting |
|            |                                                                                                              |                    |                         |                |                                                                               |

**WALGETT SHIRE COUNCIL AGENDA**

| <b>Walgett Shire Council Health &amp; Safety Committee</b> |                                                                    |                    |                         |                    |                                                                                                    |
|------------------------------------------------------------|--------------------------------------------------------------------|--------------------|-------------------------|--------------------|----------------------------------------------------------------------------------------------------|
| <b>Actions listed from minutes</b>                         |                                                                    |                    |                         |                    |                                                                                                    |
| Actions carried forward                                    |                                                                    |                    |                         | Last meeting date: |                                                                                                    |
| Action No.                                                 | Actions                                                            | Responsible Person | Due Date                | Completed Date     | Notes / Comments                                                                                   |
| 4.7                                                        | Report on progress of strong room cleanout                         | Mr Ramsland        | 10th April next meeting |                    | Inventory list sent to G.M<br>Waiting for his response and delegation on action with gift register |
| 4.8                                                        | Report on progress of installation of exhaust fan in ladies toilet | Ms Wilson          |                         |                    | Property Officer confirmed a quote has been recieved. Work should commence in the near future.     |

## 14.1 GENERAL MANAGER

### COUNCIL'S DECISION ACTION REPORT – APRIL 2014

**REPORTING SECTION:** General Manager

**AUTHOR:** Don Ramsland

**FILE NUMBER:** 10/154

#### **Summary:**

This schedule summarises the action taken in respect of matters considered at the previous meeting of Council this year.

#### **Background:**

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

#### **Current Position:**

Details of Action taken/being taken are flagged for each motion.

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

Resolution Register April 2014

#### **Governance issues:**

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

#### **Environmental issues:**

Nil

#### **Stakeholders:**

Council and Manex Team

#### **Financial Implications:**

Nil

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

Nil

**Conclusion:**

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

**Council's Decision Action Report – April 2014**

**Recommendation:**

That the Resolution Register for March 2014 be received and noted.

**Moved:**

**Seconded:**

**Attachment:**

Resolution Register- April 2014

## Resolution Actions for Ordinary Meeting 11<sup>th</sup> February 2014

|                    |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                             |                                                                                                                                                                                                       |                             |                     |
|--------------------|-----------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|---------------------|
| 11th February 2014 | 2/2014/3  | <p>That a temporary licence for a period of one (1) year be granted to the Collarenebri Golf Club for use of part reserve (R82811) for use of the golf course and clubhouse including but not limited to the following conditions; .</p> <p>Provision of evidence of public liability insurance</p> <p>The finalisation of a scope of works for renovation of the clubhouse in conjunction with council including a joint risk assessment,</p> <p>That occupation of the clubhouse not be approved until it has been made habitable and safe to Council's satisfaction.</p> <p>Moved: Clr Greenaway<br/>Seconded: Clr Lane</p> | Director Corporate Services | <p>11.03.14 Letter forwarded to Club. Meeting with Club reps to progress works.</p> <p>15.04.14 Awaiting confirmation from former Cr Smith regarding on-site meeting.</p>                             | Director Corporate Services |                     |
| 11th February 2014 | 2/2014/4  | <p>That Council considers making provision for \$41,250 in the 2014/15 budget being 50% of the total quoted funds to refurbish/upgrade of the existing male jockey's facilities and the addition of female jockey change and washrooms.</p> <p>Moved: Clr Greenaway<br/>Seconded: Clr Woodcock</p>                                                                                                                                                                                                                                                                                                                             | Director Corporate Services | <p>11.03.14 Capital feasibility document provided to Finance Manager.</p> <p>15.04.14 Included in draft 14/15 budget.</p>                                                                             | Director Corporate Services |                     |
| 11th February 2014 | 2/2014/5  | <p>That Council consults with the Burren Junction Community in order to ascertain an agreeable outcome based on community needs in conjunction with Council resourcing strategies/financial framework.</p> <p>Moved: Clr Greenaway<br/>Seconded: Clr Lane</p>                                                                                                                                                                                                                                                                                                                                                                  | Director Corporate Services | <p>11.03.14 Preparation for meeting in progress.</p> <p>15.04.14 History being researched for meeting.</p>                                                                                            | Director Corporate Services |                     |
| 11th February 2014 | 2/2014/12 | <p>1. Council review the Independent Local Government Review Panel's and Taskforce's Final Reports and supporting documentation</p> <p>2. Council prepare an appropriate submission commenting on the Recommendations made in the Panel's and Taskforce's Final Report.</p> <p>3. Agree to having a joint seminar for the Councillors from Bourke, Brewarrina and Walgett Shires on Tuesday 18 February, 2014 at Brewarrina to consider advancing the Barwon Darling Coordination Group concept, with the seminar facilitated by Mr Graeme Fleming.</p> <p>Moved: Clr Lane<br/>Seconded: Clr Taylor</p>                        | General Manager             | 04.04.14 Submission lodged.                                                                                                                                                                           | General Manager             | 04.04.14 Completed. |
| 11th February 2014 | 2/2014/17 | <p>1. That Council support the monument restoration project and provide funding of \$2,000 from the community projects budget 11.03561.1480.</p> <p>2. That the project committee be informed of Council's requirements for supervision of the project and the preparation of a risk assessment.</p> <p>Moved: Clr Lane<br/>Seconded: Clr Walford</p>                                                                                                                                                                                                                                                                          | Director Corporate Services | <p>11.03.14 Letter sent to applicant.</p> <p>15.04.14 Awaiting receipt of tax invoice from applicant.</p>                                                                                             | Director Corporate Services |                     |
| 11th February 2014 | 2/2014/19 | <p>1. That Council endorse the proposed replacement or refurbishment the Gray Park toilet block.</p> <p>2. That Council consider making provision in the 2014/2015 budget of an amount of \$75,000 for the replacement or refurbishment of the existing amenities block in Gray Park</p> <p>3. That Council also investigate the Walgett caravan park toilets.</p> <p>Moved: Clr Lane<br/>Seconded: Clr Woodcock</p>                                                                                                                                                                                                           | Director Corporate Services | <p>11.03.14 Capital feasibility document provided to Finance Manager. Assets Officer requested to prepare a condition assessment for Alex Trevallion Park Toilets (Walgett Caravan Park toilets).</p> | Director Corporate Services |                     |



**WALGETT SHIRE COUNCIL AGENDA**

|                    |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                         |                                                                                  |                                         |                                                               |
|--------------------|-----------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------|----------------------------------------------------------------------------------|-----------------------------------------|---------------------------------------------------------------|
|                    |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                         | 15.04.14 Included in draft 14/15 budget.                                         |                                         |                                                               |
| 11th February 2014 | 2/2014/20 | That consideration for provision to be made in the 2013/2014 budget for an amount of \$20,000 to conduct an investigation and development of options for the design and upgrade of the administration building air conditioning system.<br><br>Moved: Clr Woodcock<br>Seconded: Clr Lane                                                                                                                                                                                                                                                           | Director Corporate Services             | 11.03.14 Specifications being developed.<br>15.04.14 Submissions close 30.04.14. | Director Corporate Services             |                                                               |
| 11th February 2014 | 2/2014/24 | 1. That Council make a gratuity payment to Mr Les Greene in due recognition of his constant devotion to his duties during his continuous period of service of 53 years with Walgett Shire Council.<br>2. That the General Manager may use his discretion in determining the amount and type of payment to be made to Mr Greene.<br><br>Moved: Clr Woodcock<br>Seconded: Clr Keir                                                                                                                                                                   | General Manager                         | 01.04.14 Completed – vehicle & gratuity payment.                                 | General Manager                         | 01.04.14 Completed.                                           |
| 11th February 2014 | 2/2014/29 | 1. Adopt the Walgett Shire Development Control Plan 2014, subject to the amendment allowing 12 months for the removal of existing security shutters.<br>2. Request that the General Manager:<br>(a) Give public notice of Walgett Shire Council's decision to adopt the Walgett Shire Development Control Plan 2014 via advertisements within the Walgett Spectator and Lightning Ridge News.<br>(b) Make the Walgett Shire Development Control Plan 2014 publically available via Council's website.<br><br>Moved: Clr Keir<br>Seconded: Clr Lane | Director Planning & Regulatory Services | Completed and website amended 10/3/2014.                                         | Director Planning & Regulatory Services | Completed 10/3/2014                                           |
| 11th February 2014 | 2/2014/32 | That Council resolves to approve the application by AWB Grainflow Pty Ltd to modify development consent DA2004/034 for the upgrading of the Beanbri Silo to a 180,000 tonnes grains storage facility at 5584 Beanbri Road, Walgett (Lot 1 DP 1009636) subject to the recommended modified conditions of development consent.<br><br>Moved: Clr Lane<br>Seconded: Clr Taylor                                                                                                                                                                        | Director Planning & Regulatory Services |                                                                                  | Director Planning & Regulatory Services | Completed 17.02.14.                                           |
| 11th February 2014 | 2/2014/36 | That Council note and accept the offer of \$ 250,000 for the 5.7 km rehabilitation works and \$50,000 for the intersection upgrade - Basic right (BAR) turn treatment as per Development consent condition 5 as per attached scope of works<br><br>Moved: Clr Lane<br>Seconded: Clr Walford                                                                                                                                                                                                                                                        | Director Engineering Services           | 19.02.2014 – Deed agreement has been sent to Council's legal adviser.            | Director Engineering Services           |                                                               |
| 11th February 2014 | 2/2014/39 | 1. That the content of the report be noted.<br>2. That the actions of the Acting General Manager to engage Lawyer Piper Alderman under the funding agreement with Bentham IMF Ltd be endorsed.<br><br>Moved: Clr Woodcock<br>Seconded: Clr Taylor                                                                                                                                                                                                                                                                                                  | Director Corporate Services             | 11.03.14 Matter ongoing.                                                         | Director Corporate Services             | 15.04.14 Matter ongoing. Awaiting proof of debt from lawyers. |

**WALGETT SHIRE COUNCIL AGENDA**

|                    |           |                                                                                                                                                                              |                                         |                                                            |                                         |                     |
|--------------------|-----------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------|------------------------------------------------------------|-----------------------------------------|---------------------|
| 11th February 2014 | 2/2014/39 | That an onsite inspection of the property by Councillors is scheduled and this item is deferred to the March Council meeting.<br><br>Moved: Clr Lane<br>Seconded: Clr Taylor | Director Planning & Regulatory Services | 11.03.14 Inspection being arranged by Executive Assistant. | Director Planning & Regulatory Services | Completed 25/3/2014 |
|--------------------|-----------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------|------------------------------------------------------------|-----------------------------------------|---------------------|

**Resolution Actions for Ordinary Meeting 25<sup>th</sup> March 2014**

|                 |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                         |                                                                                 |                                         |                     |
|-----------------|-----------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------|---------------------------------------------------------------------------------|-----------------------------------------|---------------------|
| 25th March 2014 | 5/2014/17 | That Council endorse action taken to support the new appointments/re-appointments to the SES positions at Lightning Ridge and Glengarry and Collarenebri, Carinda and Walgett and extend letters of appreciation to the outgoing controllers and those being re-appointed and also congratulate the newly appointed controllers.<br><br>Moved: Clr Lane<br>Seconded: Clr Martinez                                                                 | General Manager                         | 01.04.14 Letters drafted.                                                       | General Manager                         |                     |
| 25th March 2014 | 5/2014/18 | That Council consider the attached draft submission, make any changes it considers appropriate and forward it to the Office of Local Government prior to 4 April, 2014.<br><br>Moved: Clr Woodcock<br>Seconded: Clr Taylor                                                                                                                                                                                                                        | General Manager                         | 04.04.14 Submission lodged.                                                     | General Manager                         | 04.04.14 Completed. |
| 25th March 2014 | 5/2014/22 | 1. That Council provide sponsorship to the Walgett District Sporting Club for the Thorne's Memorial Bowls Carnival in the sum of \$500.00 from the Aboriginal Projects budget 11.03561.1479<br>2. That the Walgett Sporting Club be advised to submit an application to the January round of Council's Community Assistance program should it wish to seek sponsorship for future year's events.<br><br>Moved: Clr Woodcock<br>Seconded: Clr Lane | Director Corporate Services             | 15.04.14 Letter forwarded to Club. Invoice received from Club and payment made. | Director Corporate Services             |                     |
| 25th March 2014 | 5/2014/24 | 1. That Council Note the letter dated 27 February 2014 from SMK requesting that Council write to Crown Lands asking that control these parts of the reserve be transferred to Council from Crown lands.<br>2. Respond to Crown Lands requesting that Neill Street and the part of Pitt Street that form part of Travelling Stock Reserve 12870 be dedicated to Council control.<br><br>Moved: Clr Greenaway<br>Seconded: Clr Lane                 | Director Planning & Regulatory Services |                                                                                 | Director Planning & Regulatory Services |                     |
| 25th March 2014 | 5/2014/27 | That the draft Road Network Risk Management Policy be adopted in principle and placed on public exhibition and public comment invited.<br><br>Moved: Clr Woodcock<br>Seconded: Clr Cooper                                                                                                                                                                                                                                                         | Director Engineering Services           |                                                                                 | Director Engineering Services           |                     |
| 25th March 2014 | 5/2014/28 | 1. That Council note the report and support the disposal of the existing RFS station and the building of a new station.<br>2. That Council allow the Brigade to dispose of the existing station.<br><br>Moved: Clr Woodcock                                                                                                                                                                                                                       | Director Engineering Services           |                                                                                 | Director Engineering Services           |                     |

**WALGETT SHIRE COUNCIL AGENDA**

|                 |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                         |                                                                                              |                                         |                     |
|-----------------|-----------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------|----------------------------------------------------------------------------------------------|-----------------------------------------|---------------------|
|                 |           | Seconded: Clr Taylor                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                         |                                                                                              |                                         |                     |
| 25th March 2014 | 5/2014/31 | <p>1. That Council receive and notes the draft budget for 2014/2015.</p> <p>2. That Council advise the RFS that it is unable to approve any increase in the 2014/15 RFS budget that exceeds the 2.3% State Government rate pegging limit.</p> <p>3. That Council request OROC to investigate whether other local Councils are having similar levies in excess of rate pegging limits imposed on them.</p> <p>4. Council adopt a similar stance with other government agencies (eg. NSW Fire &amp; Rescue etc).</p> <p>Moved: Clr Lane<br/>Seconded: Clr Woodcock</p>                | Director Engineering Services           |                                                                                              | Director Engineering Services           |                     |
| 25th March 2014 | 5/2014/33 | <p>1. That Walgett Shire Council provide the Castlereagh Macquarie County Council with an advance of \$50,000.00 to be repaid over a period of 3 years interest free.</p> <p>2. That Walgett Shire Council submit an Expression of Interest for operation of the administration and finance function of the Castlereagh Macquarie County Council.</p> <p>Moved: Clr Woodcock<br/>Seconded: Clr Greenaway</p>                                                                                                                                                                        | General Manager                         | 14.04.14 Letter sent, awaiting response.                                                     | General Manager                         |                     |
| 25th March 2014 | 5/2014/34 | <p>1. That Council approve the rates and charges written off totalling \$858.34 as detailed on the attached schedule in relation to the sale of land for unpaid rates on 14th December 2013.</p> <p>2. That Council approve the write off of non-recoverable sales cost totalling \$7,863.36 as detailed on the attached schedule.</p> <p>Moved: Clr Lane<br/>Seconded: Clr Cooper</p>                                                                                                                                                                                              | Director Corporate Services             | 15.04.14 Adjustments to rate accounts processed.                                             | Director Corporate Services             |                     |
| 25th March 2014 | 5/2014/35 | <p>That Council consider a provision in the Draft 2014/15 Budget of \$150,000 for a new Unified Communications telephone system and associated data infrastructure upgrade. Subject to funding it is further recommended that Council proceed to stage 2 being the preparation of tender documentation and the calling of tenders.</p> <p>Moved: Clr Lane<br/>Seconded: Clr Cooper</p>                                                                                                                                                                                              | Director Corporate Services             | 15.04.14 Included in draft 14/15 budget.                                                     | Director Corporate Services             |                     |
| 25th March 2014 | 5/2014/36 | <p>1. That the General Manager have further correspondence with Mr George Mulder, in view of the fact that the unauthorised residential occupation has primarily now ceased, with regards to the options going forward.</p> <p>Moved: Clr Lane<br/>Seconded: Clr Woodcock</p>                                                                                                                                                                                                                                                                                                       | Director Planning & Regulatory Services | Letter sent 27/3/2014 outlining options for addressing unauthorised uses and building works. | Director Planning & Regulatory Services | Completed 27/3/2014 |
| 25th March 2014 | 5/2014/37 | <p>1. That Walgett Shire Council advise that it is unable to provide financial assistance for private gain pursuant to section 356 of the Local Government Act without giving due notice and inviting public submissions.</p> <p>2. That Walgett Shire Council request Outback Arts call a special meeting of those people interested in the Lightning Ridge Arts &amp; Crafts Council to see if they are willing to provide funds requested or if there are other persons who would be interested in taking over the running of the Lightning Ridge Arts &amp; Crafts Council.</p> | General Manager                         | Letters sent 02.04.14.                                                                       | General Manager                         | Completed 02.04.14. |

**WALGETT SHIRE COUNCIL AGENDA**

|                                             |                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                                              |  |                                                              |  |
|---------------------------------------------|------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------|--|--------------------------------------------------------------|--|
|                                             |                  | <p>Moved: Clr Woodcock<br/>                 Seconded: Clr Taylor</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                              |  |                                                              |  |
| <p>25th March<br/>                 2014</p> | <p>5/2014/38</p> | <p>1. That Walgett Shire Council approve the project, subject to the following;<br/>                 a. Community Services workers perform clean-up of the sites on an ongoing basis.<br/>                 b. The wording on all proposed signage is submitted to Council for approval.<br/>                 c. Signage is constructed so that it can be lifted and removed from the site during flood events.<br/>                 d. The tracks are no wider than one bobcat width.<br/>                 e. Any grading work by Council is done on a sundry debtor basis.</p> <p>Moved: Clr Greenaway<br/>                 Seconded: Clr Woodcock</p> | <p>Director of Engineering<br/>                 Services</p> |  | <p>Director of Engineering<br/>                 Services</p> |  |

## **LOCAL GOVERNMENT WEEKLY RECEIVED FROM THE LOCAL GOVERNMENT NSW – APRIL 2014**

**REPORTING SECTION:** General Manager  
**AUTHOR:** Don Ramsland – General Manager  
**FILE NUMBER:** 10/615

---

### **Summary:**

Copies of weekly circulars numbers 10 – 14 received from Local Government NSW since the February Council meeting have been distributed to Councillors.

### **Background:**

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

#### Issue 10

Item 5: 2013/14 ClubGRANTS Category 3 Funding Round Applications Open  
Item 18: LGNSW Cost Shifting Survey for 2011/12 - Results

#### Issue 11

Item 9: NSW Environmental Trust Funding Open  
Item 10: Councillor Training Courses in April and May 2014

#### Issue 12

Item 6: High participation in the LGNSW 2013-2014 Remuneration Survey

#### Issue 13

Item 5: 2012/13 NSW Water Supply and Sewerage Performance Monitoring Report  
Item 8: Campaign for Sustainable Funding Model for NSW Public Libraries  
Item 9: 2014 Resilient Australia Awards  
Item 20: LGNSW Submission on Building Certification and Regulation  
Item 21: Farmer Groups Secure Agreement on CSG Land Access Principles

#### Issue 14

Item 8: Extension for Cr Pat Dixon Support Training Program  
Item 12: Prices for Valuer-General Land Valuation Services  
Item 13: Negotiations for a New Local Government State Award 2014 Survey  
Item 19: ABS Releases Estimates of Regional Population Growth 2012-2013

### **Current Position:**

Senior Management Staff and Councillors need to peruse these circulars and raise any matters of interest with the General Manager prior to the Meeting. Staff also have the task of following up and lodging application for grant funding where funding for Council projects may be available.

**Relevant Reference Documents/Policies:**

Nil

**Governance issues:**

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

**Environmental issues:**

Nil

**Stakeholders:**

Councillors  
Walgett Shire Council staff

**Financial Implications:**

Nil

**Legal Issues:**

Nil

**Alternative Solutions/Options:**

Not Applicable

**Conclusion:**

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

**Circulars Received from the Local Government NSW**

**Recommendation:**

That the information contained in the weekly circulars numbers 10 – 14 from the Local Government NSW be received and noted.

**Moved:**

**Seconded:**

**Attachments:**

Nil

## ***CIRCULARS RECEIVED FROM THE LOCAL GOVERNMENT DEPARTMENT OF PREMIER & CABINET – APRIL 2014***

**REPORTING SECTION:** General Manager  
**AUTHOR:** Don Ramsland – General Manager  
**FILE NUMBER:** 10/616

---

### **Summary:**

Copies of circulars received 14-06 to 14-10 from the Local Government Division Department of Premier and Cabinet are attached for Councillors information.

### **Background:**

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

Circular 14-06: Information about rating 2014/15  
Circular 14-07: More time to get pools safe before selling or leasing  
Circular 14-08: Swimming pool compliance managers and compliance staff  
Circular 14-09: Revision of Practice Direction 1: Additional guidance to complaints coordinators on the referral of code of conduct matters to conduct reviewers  
Circular 14-10: NSW Councillor and Candidate Report 2012

All circulars have been emailed to Councillors prior to Council meeting.

### **Relevant Reference Documents:**

Nil

### **Governance Issues:**

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

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

### **Environmental issues:**

Nil

### **Stakeholders:**

Councillors  
Walgett Shire Council staff

**Financial Implications:**

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

**Legal Issues:**

Nil

**Alternative Solutions/Options:**

Nil

**Conclusion:**

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

**Circulars Received from the Division of Local Government – April 2014**

**Recommendation:**

That the information contained in the following Departmental circulars 14-06 to 14-10 from the Local Government Division Department of Premier and Cabinet be received and noted.

**Moved:**

**Seconded:**

**Attachments:**

Circulars 14-06 to 14-10



|                             |                                                                     |
|-----------------------------|---------------------------------------------------------------------|
| <b>Circular Details</b>     | Circular No 14-06 / 21 March 2014 / A366560                         |
| <b>Previous Circulars</b>   | 13-12 and 13-10                                                     |
| <b>Who should read this</b> | Councillors / General Managers / Council staff                      |
| <b>Contact</b>              | Ms Helen Pearce, Performance and Compliance Team,<br>(02) 4428 4100 |
| <b>Action required</b>      | Information / Council to Implement                                  |

## INFORMATION ABOUT RATING 2014/15

### What's new or changing

- The Minister for Local Government, the Hon Don Page MP, has determined the maximum Boarding House Tariffs and maximum interest rate chargeable on overdue rates and charges
- The Chief Executive has determined the Section 603 Certificate fee
- IPART has determined the statutory limit on the maximum amount of minimum rates for 2014/15.

### What this will mean for your council

Councils should incorporate these determinations into their 2014/15 rating structures and Operational Plan Statement of Revenue Policies.

### Key points

#### Boarding House Tariffs

- In accordance with section 516(1A) of the *Local Government Act 1993* (the Act), the Minister for Local Government has determined that for the purpose of the definition of 'boarding house' and 'lodging house' in that section, the maximum tariffs, excluding GST, that a boarding house or lodging house may charge tariff-paying occupants are:
  - a) Where **full board and lodging** was provided –
    - \$341** per week per room for single accommodation, or
    - \$566** per week per room for family or shared accommodation.
  - b) Where **less than full board and lodging** is provided –
    - \$227** per week per room for single accommodation, or
    - \$378** per week per room for family or shared accommodation.

#### Maximum Interest on Overdue Rates and Charges

- In accordance with section 566(3) of the Act, the Minister for Local Government has determined that the maximum rate of interest payable on overdue rates and charges for the 2014/15 rating year will be **8.5%**.
- The methodology used to calculate the interest rate is the Supreme Court methodology (the Reserve Bank cash rate plus 6%), rounded to the nearest half percent of the maximum interest rate for the previous year. The cash rate used for the purposes of the maximum interest rate for local government is based on the rate as at 5 February 2014.

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

Section 603 Certificate

Under section 603 of the Act, councils may issue a certificate as to the amount (if any) of rates, charges, etc., due or payable to the council for a parcel of land. Section 603(2) states the application must be accompanied by the approved fee. In accordance with the approved methodology, the approved fee is determined to be **\$70**.

- This determination applies to the issuing of a certificate for the matters specified in section 603(3) of the Act.
- Where a council offers to provide other information as an optional service, the council is not prevented from separately determining an approved fee for that additional service.
- Furthermore, a council is not prevented from determining approved fees for additional services required by an applicant for the expedited processing of a section 603 Certificate.

Notice giving effect to these decisions were published in the NSW Government Gazette on 21 March 2014.

Statutory limit on the maximum amount of minimum rates

By an amendment to clause 126 of the Local Government (General) Regulation 2005, IPART has determined:

- Under section 548(3)(a) of the Act the maximum amount of a minimum ordinary rate to be **\$485** for 2014/15. This increase is the same level as the rate-peg limit of 2.3% for 2014/15.
- Under section 548(3)(b) of the Act the maximum amount of a minimum special rate will remain at **\$2**.
- The Regulation was published on the NSW Legislation website on 28 February 2014.

**Where to go for further information**

The NSW Legislation website at: [www.legislation.nsw.gov.au](http://www.legislation.nsw.gov.au).



**Ross Woodward**  
**Chief Executive**  
**Office of Local Government**

|                             |                                                                                              |
|-----------------------------|----------------------------------------------------------------------------------------------|
| <b>Circular Details</b>     | 14-07 / 28 March 2014 / A370347                                                              |
| <b>Previous Circular</b>    | 12-40, 13-53                                                                                 |
| <b>Who should read this</b> | Councillors / General Managers / All council staff / Specific business areas                 |
| <b>Contact</b>              | Development Team - 02 4428 4100 - <a href="mailto:dlg@dlg.nsw.gov.au">dlg@dlg.nsw.gov.au</a> |
| <b>Action required</b>      | Information and Implementation                                                               |

## More time to get pools safe before selling or leasing

### What's new or changing

- Provisions that require a property with a swimming pool to have a certificate of compliance before it can be sold or leased will now commence on **29 April 2015**. This means that pool owners will have more time to ensure swimming pool barrier compliance prior to the sale or lease of their property.

### What this will mean for your council

- Councils should use this additional time to establish and implement their swimming pool inspection program as well as promoting awareness of the requirements that will now commence on 29 April 2015.
- In particular, councils should undertake the mandatory inspections portion of their pool inspection program associated with tourist and visitor accommodation and multi-occupancy properties.

### Key points

- The successful 'Be Pool Safe' campaign has increased focus on child safety around backyard pools resulting in positive action by pool owners to improve the safety of backyard swimming pools on a daily basis.
- Council officer feedback indicates that high inspection failure rates mean that it is not uncommon for it to take 3 months from first inspection to the issuing of a compliance certificate.
- The additional work being generated for repairs and upgrades to swimming pool barriers is placing pressure on pool trades and services. Real estate industry representatives want more time to ensure properties with a pool are compliant before selling or leasing.
- Councils can use this additional time to 29 April 2015 to increase awareness of property owners with the new requirements as well as ensuring that council has appropriate systems, processes and resources to respond to requests from property owners for inspections.
- Councils should also conduct the mandatory inspections of swimming pools associated with tourist and visitor accommodation and multi-occupancy properties.

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2

- The Building Professionals Board is establishing a new category of private certifier, which will be in place shortly to enable suitably qualified people to complete a course and offer an inspection service. This will complement council inspections and increase the number of people who can conduct swimming pool inspections.

**Where to go for further information**

- Further information can be found at [www.swimmingpoolregister.nsw.gov.au](http://www.swimmingpoolregister.nsw.gov.au) or by contacting the Office of Local Government on 4428 4100.



**Ross Woodward**  
**Chief Executive**  
**Office of Local Government**

|                             |                                                         |
|-----------------------------|---------------------------------------------------------|
| <b>Circular Details</b>     | 14-08 / 1 April 2014 / A369591                          |
| <b>Previous Circular</b>    | 13-53                                                   |
| <b>Who should read this</b> | Swimming pool compliance managers and compliance staff. |
| <b>Contact</b>              | Development Team – 02 4428 4100 / dl@dlg.nsw.gov.au     |
| <b>Action required</b>      | Information                                             |

## Swimming Pools – granting exemptions – Practice Note

### What's new or changing

- A practice note has been developed to assist councils when applying the section 22 exemption provisions of the Swimming Pools Act 1992.

### What this will mean for your council

- The Practice Note will provide council officers with a guide to using section 22 exemptions to ensure that non-traditional pool constructions can be assessed for child safety and, if appropriate, certified as compliant for the purposes of the Act.

### Key points

- There are instances where site specific considerations may prevent a swimming pool from being surrounded by a child resistant barrier, for example swimming pools located on a cliff edge or on steeply sloping ground.
- The Swimming Pools Act 1992 caters for the compliance challenges that such sites and constructions present through section 22 'exemptions from barrier requirements'.
- A local authority may grant an exemption, and if so issue a compliance certificate that allows the swimming pool to be considered compliant for the purposes of the Act, even though it may not be surrounded by a child resistant barrier.

### Where to go for further information

- The practice note can be found on the Office's web site [Practice Note - s22 Exemptions](#).



**Ross Woodward**  
Chief Executive  
Office of Local Government



|                             |                                                                                                                                                                 |
|-----------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Circular Details</b>     | 14-09 / 9 April 2014 / A361024                                                                                                                                  |
| <b>Previous Circular</b>    | 13-49 - Practice Direction 1: Additional Guidance to complaints coordinators on the referral of code of conduct matters to conduct reviewers – 19 November 2013 |
| <b>Who should read this</b> | General Managers / Complaints Coordinators                                                                                                                      |
| <b>Contact</b>              | Council Governance Team, 4428 4100                                                                                                                              |
| <b>Action required</b>      | Complaints Coordinators to Implement                                                                                                                            |

## Revision of Practice Direction 1: Additional guidance to complaints coordinators on the referral of code of conduct matters to conduct reviewers

### What's new or changing

- The Office of Local Government has revised Practice Direction 1 by removing the following guidance: *"Complaints coordinators must also ensure when referring a matter to any conduct reviewer that they either hold an "operator licence" under the Commercial Agents and Private Inquiry Agents Act 2004 or are exempt from holding a licence under that Act."*
- The revised Practice Direction is contained in the attachment to this circular.

### What this will mean for your council

- General Managers should bring this circular and the attached revised Practice Direction 1 to the attention of their council's complaints coordinator and any alternate complaints coordinators.

### Key points

- Since the Office issued Practice Direction 1, questions have been raised about whether conduct reviewers are required to be licensed under the *Commercial Agents and Private Inquiry Agents Act 2004* (the CAPIA Act).
- In response to these questions, the Office has sought further legal advice.
- Based on that advice, the Office has revised Practice Direction 1 to remove the above guidance.
- Conduct reviewers are required to meet the eligibility and selection criteria specified in Part 3 of the [Procedures for the Administration of the Model Code of Conduct for Local Councils in NSW](#). These criteria are designed to ensure that conduct reviewers are independent of the council that appointed them and have the necessary skills, knowledge and experience to undertake their role effectively and appropriately.

### Where to go for further information

- For further information, please contact the Office's Council Governance Team.

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## **PRACTICE DIRECTION 1 (Revised)**

*This is a Practice Direction issued under clause 11.1 of the Procedures for the Administration of the Model Code of Conduct for Local Councils in NSW (the Model Code Procedures).*

*Persons performing a function prescribed under the Model Code Procedures must consider this practice direction when performing the function.*

### **Additional guidance to complaints coordinators on the referral of code of conduct matters to conduct reviewers**

#### **Who does this Practice Direction apply to?**

- Complaints coordinators

#### **What issue/s does the Practice Direction address?**

- Under the Model Code Procedures, conduct reviewers are required to meet certain selection and eligibility criteria to be appointed to a council's panel. These criteria are designed to ensure that conduct reviewers are independent of the council that appointed them and have the necessary skills, knowledge and experience to undertake their role effectively and appropriately.
- Many councils have appointed incorporated and other entities to their panels of conduct reviewers. The Model Code Procedures do not explicitly preclude councils from appointing incorporated and other entities to their panels of conduct reviewers. However, where a council has appointed an incorporated or other entity to their panel, the council's complaints coordinator will need to ensure that any person that undertakes conduct review work for the council on behalf of the entity also meets the selection and eligibility criteria required of conduct reviewers.

#### **What action does the Practice Direction require?**

- When referring a code of conduct matter to a conduct reviewer that is an incorporated or other entity, complaints coordinators must ensure that the person assigned to undertake conduct review work on behalf of the entity meets the eligibility and selection criteria for conduct reviewers prescribed under the Model Code Procedures.

|                             |                                      |
|-----------------------------|--------------------------------------|
| <b>Circular Details</b>     | 14-10 / 9 April 2014 / A338425       |
| <b>Previous Circular</b>    |                                      |
| <b>Who should read this</b> | Councillors / General Managers       |
| <b>Contact</b>              | Council Governance Team 02 4428 4100 |
| <b>Action required</b>      | Information                          |

## NSW Councillor and Candidate Report 2012

### What's new or changing

The NSW *Councillor and Candidate Report 2012* is now available and has been redesigned and condensed to make this information more engaging and accessible for its intended audience; the community.

### What this will mean for your council

The report is the seventh in a series that describe the characteristics of candidates that participated in and the councillors elected at 149 of the 150 local government elections held on 8 September 2012.

The report offers local communities valuable insights into participation in council elections and the extent to which the councils they elected resemble the communities they represent.

### Key points

The report finds that:

- The typical councillor is a professional male, aged 60-69 years with English as a first language, who did not identify as Aboriginal or Torres Strait Islander or as having a disability.
- The majority of councillors have previous experience in the role, however, over one third of councillors are new to local government.
- The representation of women continues to be below population averages; nine councils have a majority of female representatives, five have no female representation.
- Aboriginal and Torres Strait Islander councillors comprise 1.9% of councillors in the state.
- Cultural and linguistic diversity representation has increased, comprising 8% of councillors in the State.

### Where to go for further information

The report is available to view on the 'Publications' and 'Promoting Diversity' pages of the Office's website at [www.dlg.nsw.gov.au](http://www.dlg.nsw.gov.au).



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## **MONTHLY CALENDAR– APRIL 2014**

**REPORTING SECTION:** General Manager  
**AUTHOR:** Don Ramsland – General Manager  
**FILE NUMBER:** 10/22

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### **Summary:**

Monthly calendar of Council activities.

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

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

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

### **Current Position:**

The calendar for the months of April 2014 to June 2014 is attached. Councillors are requested to raise any queries prior to the meeting.

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

Nil

### **Governance issues:**

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

### **Environmental issues:**

Not applicable

### **Stakeholders:**

Councillors  
Walgett Shire Council staff

### **Financial Implications:**

Nil

**Alternative Solutions/Options:**

Not applicable

**Conclusion:**

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

**Monthly Calendar – April 2014 to June 2014**

**Recommendation:**

That Council receive and note the regular monthly calendar for the period April 2014 to June 2014.

**Moved:**

**Seconded:**

**Attachment:**

Calendar for April 2014 to June 2014.

WALGETT SHIRE COUNCIL AGENDA

April 2014

| Date of Meeting      | Time           | What                                                                      | Who                                    |
|----------------------|----------------|---------------------------------------------------------------------------|----------------------------------------|
| Tues 1 April         |                |                                                                           |                                        |
| Weds 2 April         |                |                                                                           |                                        |
| Thurs 3 April        |                |                                                                           |                                        |
| Fri 4 April          |                |                                                                           |                                        |
| Sat 5 April          |                |                                                                           |                                        |
| Sun 6 April          |                |                                                                           |                                        |
| Mon 7 April          |                |                                                                           |                                        |
| <b>Tues 8 April</b>  | <b>2:00pm</b>  | <b>Special Meeting – Strategic Planning</b>                               | <b>All Councillors &amp; Directors</b> |
| Weds 9 April         |                |                                                                           |                                        |
| Thurs 10 April       |                |                                                                           |                                        |
| <b>Fri 11 April</b>  |                |                                                                           |                                        |
| Sat 12 April         |                |                                                                           |                                        |
| Sun 13 April         |                |                                                                           |                                        |
| Mon 14 April         |                |                                                                           |                                        |
| Tues 15 April        |                |                                                                           |                                        |
| Weds 16 April        |                |                                                                           |                                        |
| Thurs 17 April       |                |                                                                           |                                        |
| <b>Fri 18 April</b>  |                | <b>Good Friday</b>                                                        |                                        |
| <b>Sat 19 April</b>  |                | <b>Easter Saturday</b>                                                    |                                        |
| <b>Sun 20 April</b>  |                | <b>Easter Sunday</b>                                                      |                                        |
| <b>Mon 21 April</b>  |                | <b>Easter Monday</b>                                                      |                                        |
| <b>Tues 22 April</b> |                |                                                                           |                                        |
| Weds 23 April        |                |                                                                           |                                        |
| Thurs 24 April       |                |                                                                           |                                        |
| <b>Fri 25 April</b>  |                | <b>ANZAC Day</b>                                                          |                                        |
| Sat 26 April         |                |                                                                           |                                        |
| Sun 27 April         |                |                                                                           |                                        |
| Mon 28 April         |                |                                                                           |                                        |
| <b>Tues 29 April</b> | <b>10:00am</b> | <b>Council Meeting – Collarenebri</b>                                     | <b>All Councillors &amp; Directors</b> |
| <b>Weds 30 April</b> | <b>11:30am</b> | <b>Meeting with new Family &amp; Community Services District Director</b> | <b>General Manager</b>                 |

**WALGETT SHIRE COUNCIL AGENDA**

**May 2014**

| <b>Date of Meeting</b> | <b>Time</b>    | <b>What</b>                                                         | <b>Who</b>                                            |
|------------------------|----------------|---------------------------------------------------------------------|-------------------------------------------------------|
| Thurs 1 May            |                |                                                                     |                                                       |
| Fri 2 May              |                |                                                                     |                                                       |
| Sat 3 May              |                |                                                                     |                                                       |
| Sun 4 May              |                |                                                                     |                                                       |
| Mon 5 May              |                |                                                                     |                                                       |
| Tues 6 May             |                |                                                                     |                                                       |
| <b>Weds 7 May</b>      | <b>10:00am</b> | <b>CMCC Meeting - Walgett</b>                                       | <b>General Manager, Cirs Woodcock &amp; Greenaway</b> |
| <b>Thurs 8 May</b>     | <b>2:30pm</b>  | <b>Consultative Committee Meeting</b>                               | <b>General Manager</b>                                |
| <b>Fri 9 May</b>       | <b>2:00pm</b>  | <b>Extra-Ordinary Council Meeting – Draft Budget Consideration</b>  | <b>All Councillors &amp; Directors</b>                |
| Sat 10 May             |                |                                                                     |                                                       |
| Sun 11 May             |                |                                                                     |                                                       |
| Mon 12 May             |                |                                                                     |                                                       |
| Tues 13 May            |                |                                                                     |                                                       |
| Weds 14 May            |                |                                                                     |                                                       |
| Thurs 15 May           |                |                                                                     |                                                       |
| <b>Fri 16 May</b>      | <b>TBC</b>     | <b>GMAC Meeting – Dubbo</b>                                         | <b>General Manager &amp; Mayor</b>                    |
| Sat 17 May             |                |                                                                     |                                                       |
| Sun 18 May             |                |                                                                     |                                                       |
| Mon 19 May             |                |                                                                     |                                                       |
| Tues 20 May            |                |                                                                     |                                                       |
| Weds 21 May            |                |                                                                     |                                                       |
| Thurs 22 May           |                |                                                                     |                                                       |
| <b>Fri 23 May</b>      | <b>TBC</b>     | <b>OROC Meeting – Coonabarabran</b>                                 | <b>General Manager &amp; Mayor</b>                    |
| Sat 24 May             |                |                                                                     |                                                       |
| Sun 25 May             |                |                                                                     |                                                       |
| Mon 26 May             |                |                                                                     |                                                       |
| <b>Tues 27 May</b>     | <b>10:00am</b> | <b>Council Meeting – Walgett<br/>Including Citizenship Ceremony</b> | <b>All Directors &amp; Councillors</b>                |
| Weds 28 May            |                |                                                                     |                                                       |
| Thurs 29 May           |                |                                                                     |                                                       |
| Fri 30 May             |                |                                                                     |                                                       |
| Sat 31 May             |                |                                                                     |                                                       |

WALGETT SHIRE COUNCIL AGENDA

June 2014

| Date of Meeting      | Time           | What                                        | Who                                              |
|----------------------|----------------|---------------------------------------------|--------------------------------------------------|
| Sun 1 June           |                |                                             |                                                  |
| Mon 2 June           |                |                                             |                                                  |
| Tues 3 June          |                |                                             |                                                  |
| Weds 4 June          |                |                                             |                                                  |
| <b>Thurs 5 June</b>  | <b>9:30am</b>  | <b>REMC Meeting – Orange</b>                | <b>General Manager</b>                           |
| Fri 6 June           |                |                                             |                                                  |
| Sat 7 June           |                |                                             |                                                  |
| Sun 8 June           |                |                                             |                                                  |
| Mon 9 June           |                | <b>Queen's Birthday Public Holiday</b>      |                                                  |
| Tues 10 June         |                |                                             |                                                  |
| Weds 11 June         |                |                                             |                                                  |
| <b>Thurs 12 June</b> | <b>10:00am</b> | <b>Local Area Traffic Committee Meeting</b> | <b>General Manager, Cirs Keir &amp; Martinez</b> |
| Fri 13 June          |                |                                             |                                                  |
| Sat 14 June          |                |                                             |                                                  |
| Sun 15 June          |                |                                             |                                                  |
| Mon 16 June          |                |                                             |                                                  |
| Tues 17 June         |                |                                             |                                                  |
| Weds 18 June         |                |                                             |                                                  |
| Thurs 19 June        |                |                                             |                                                  |
| Fri 20 June          |                |                                             |                                                  |
| Sat 21 June          |                |                                             |                                                  |
| Sun 22 June          |                |                                             |                                                  |
| Mon 23 June          |                |                                             |                                                  |
| <b>Tues 24 June</b>  | <b>10:00am</b> | <b>Council Meeting – Walgett</b>            | <b>All Directors &amp; Councillors</b>           |
| Weds 25 June         |                |                                             |                                                  |
| Thurs 26 June        |                |                                             |                                                  |
| Fri 27 June          |                |                                             |                                                  |
| Sat 28 June          |                |                                             |                                                  |
| Sun 29 June          |                |                                             |                                                  |
| Mon 30 June          |                |                                             |                                                  |

## **NATIONAL GENERAL ASSEMBLY 2014**

**REPORTING SECTION:** General Manager

**AUTHOR:** Don Ramsland – General Manager

**FILE NUMBER:**

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### **Summary:**

The 2014 National General Assembly of Local Government will be held in Canberra at the National Convention Centre from the evening of Sunday 15 June until midday Wednesday 18th June inclusive. It is necessary that Council resolve attendance at the April Council Meeting to enable registration and accommodation arrangements to be finalised.

### **Background:**

The Draft Conference Program is attached. The conference involves presentations by representatives of the State Government and Federal Government, and consideration of Motions from the Councils Australia Wide under the theme – “Getting Down to Business”.

Council’s ‘Payment of Expenses Policy’ provides as follows:

“All Councillors are entitled to attend the Annual Conference of the NSW Shires Association and the Annual C Division Conference of the Association’

“Where partners accompany Councillors interstate or to seminars, conferences and the like, the Councillor will be personally responsible for all additional costs associated with their partner’s attendance including travel, accommodation, meals, partner tours, etc. The exception is the Annual NSW Shire’s Association Conference where Council will cover the cost of registration and attendance at the official conference dinner of the partner”.

### **Current Position:**

It is anticipated that the Mayor and General Manager will be attending the Conference. As provided for in the policy, all Councillors and their partners are also entitled to attend.

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

Nil

### **Governance issues:**

Nil

### **Environmental issues:**

Nil

**Stakeholders:**

Councillors

**Financial Implications:**

Cost per attendee will be approximately \$1,800 (Registration fee is \$999, accommodation will be in the order of \$180-\$200 per night for four nights)

**Alternative Solutions/Options:**

Nil

**Conclusion:**

It is appropriate for Council to be represented at this conference.

**2014 National General Assembly**

**Recommendation:**

That the Mayor and General Manager attend the National General Assembly of Local Government in Canberra 15-18 June 2014 and expenses be paid.

**Moved:**

**Seconded:**

**Attachments:**

Draft Program for the 2014 National General Assembly of Local Government.



# Program

## SUNDAY 15 JUNE 2014

5:00 pm Welcome Reception

## MONDAY 16 JUNE 2014

9:00 am Opening Ceremony

9:20 am President's Welcome

9:30 am Prime Minister, **The Hon Tony Abbott** (invited)

10:00 am **KEYNOTE Terry Moran AC**, Board of Governors, Committee for the Economic Development of Australia; Former Secretary of the Department of the Prime Minister and Cabinet

10:30 am **MORNING TEA**

11:00 am **PANEL SESSION**  
**Local Government in the Federation**

- FACILITATOR John Martin**
- **Kate Carnell**, CEO, Australian Chamber of Commerce and Industry; Former Chief Minister of the ACT
  - **Professor Mark Evans**, ANZSOG
  - **Peter Abelson**, Applied Economics (invited)

12:30 pm **LUNCH**

1:30 pm **CONCURRENT SESSIONS**  
**Sustainability: The Triple Bottom Line**

- ECONOMICS**
- TBD
  - **Ashay Prabhu**, Director, Assetic
  - **John Comrie**, JAC Comrie Pty Ltd

- THE ENVIRONMENT**
- TBD
  - **Dr Bob Webb**, The Australian National University
  - **Robin Mellon**, Chief Operating Officer, The Green Building Council of Australia

- HUMAN SERVICES**
- **Dr Rob Grenfell**, The Heart Foundation
  - **Lynne Pezzullo**, Lead Partner, Health Economics and Social Policy, Deloitte Access Economics
  - **Professor James Rayner**, Director, Australian Demographic and Social Research Institute

3:00 pm **AFTERNOON TEA**

3:30 pm Collaboration on Climate Action

4:00 pm Debate on motions

5:00 pm Close Day 1

7:00 pm **BUFFET DINNER** National Convention Centre

## TUESDAY 17 JUNE 2014

9:00 am **KEYNOTE Helen Silver**, Chief General Manager, Worker's Compensation, Allianz; Former Secretary, Department of Premier and Cabinet, Victoria

9:30 am Debate on motions

10:00 am Minister for Immigration and Border Protection, **The Hon Scott Morrison**

10:30 am **MORNING TEA**

11:00 am Shadow Minister for Regional Development and Local Government, **The Hon Julie Collins** (invited)

11:30 pm Debate on motions

12:30 pm **LUNCH**

1:30 pm **PANEL SESSION**  
**Councils Getting Down to Business**

- Lord Mayor of Darwin, NT
- Mayor of Logan, QLD
- Mayor of Dubbo, NSW

3:00 pm **AFTERNOON TEA**

3:30 pm Debate on Motions

4:30 pm Leader of the Opposition, **The Hon Bill Shorten** (invited)

5:00 pm Close Day 2

7:00 pm **OFFICIAL DINNER** Parliament House

## WEDNESDAY 18 JUNE 2014

9:00 am **Jeremy Lasek**, Chief Executive Officer, National Australia Day Council

9:20 am Debate on Motions

10:30 am **MORNING TEA**

11:00 am Deputy Prime Minister and Minister for Infrastructure and Regional Development, **The Hon Warren Truss**

11:30 am **Dr Brendan Nelson**, Director, The Australian War Memorial

12:00 noon **KEYNOTE Max Walker AM**

12:20 pm President's Closing remarks

12:30 pm Close



**MATTERS GENERALLY FOR BRIEF MENTION OR INFORMATION  
FROM GENERAL MANAGER – APRIL 2014**

**REPORTING SECTION:** General Manager

**AUTHOR:** Don Ramsland – General Manager

**FILE NUMBER:**

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**1. Lightning Ridge Olympic Pool Association**

Applications from the Lightning Ridge Olympic Pool Association for sponsorship of \$350K in 2014/15 and the writing off of their \$250K deferred loan will be the subject of separate reports to the special budget meeting to be held shortly.

**2. Interdepartmental Committee on Opal Mining**

The minutes for the meeting/teleconference held on Wednesday 19 February, 2014 have not been circulated as yet. A copy will be made available to Councillors when they come to hand.

**3. 2014/15 Draft Operational Plan and Budget Meeting**

As preparation of the draft operational plan and budget for 2014/15 has been delayed, it is proposed to put the draft plan/budget before Council at a special meeting tentatively scheduled for Friday afternoon 9 May, 2014.

**4. Federal Government's Green Army**

In late March the Federal Government implemented the "Green Army" program to provide a solution to both youth unemployment and skills training. The program aims to give young people between the ages of 17 to 24 work on projects which aim to protect their local environment. The program specifically targets school leavers, indigenous Australians, gap year students, graduates and unemployed job seekers.

The Government will not be involved in the running of the projects; instead contractors will have control of recruiting young people and managing the teams. Teams will work full time for 30 hours a week for up to 26 weeks. Team members will receive a weekly wage of approximately \$300 to \$500 per week. Team Members will not be entitled to receive unemployment benefits while employed under the program.

The Government will shortly announce tenders for these contracts. It considers local Councils, community groups and natural resource management organisations as most likely to tender. The program will commence on July 1 2014. More information can be obtained from the Department of Environment.

**5. Remote School Attendance Strategy**

At the commencement of term 1 this year the Government has implemented a remote school attendance strategy to ensure that all children in remote areas go to school every day. School Attendance Mentors and School Attendance Officers have been engaged to help children get to

school. Local Councils, Aboriginal organisations, shops, sporting groups and other organisations have also been requested to assist. Walgett contracts for the strategy are Deborah Carberry of the Department of Prime Minister & Cabinet and Brooke Lawry of Murdi Paaki.

## 6. Drought Assistance Measures

The NSW and Federal Governments recently implemented various drought assistance measures which were made available to various regional areas, including primary producers within the Walgett Shire. In November 2013 the NSW Government announced a temporary emergency assistance package for the Bourke, Brewarrina and Walgett local government areas. Details of the measures implemented are contained in the attached correspondence from the Hon Katrina Hodgkinson MP dated 18 February 2014. On 26 February 2014 the Federal Government announced further drought assistance measures, as outlined in the attached correspondence, Press Release and "Drought Support for Farmers" factsheet.

### Matters Generally for Brief Mention or Information Only – General Manager

**Recommendation:**

That the matters listed for brief mention or information is received, noted and endorsed.

**Moved:**

**Seconded:**

**Attachments:**

Correspondence from Katrina Hodgkinson MP dated 18 February 2014

Correspondence, Joint Press Release and Drought Support factsheet dated 26 February 2014



**The Hon Katrina Hodgkinson MP**

Minister for Primary Industries  
Minister for Small Business

OM14/474  
18 February 2014

Mr Donald Ramsland  
PO Box 31  
WALGETT

RECEIVED 21 FEB 2014

Dear Mr Ramsland,

I write regarding the current drought conditions across NSW.

The NSW Government understands the additional pressures placed on primary producers as climatic conditions continue to deteriorate across the state.

In November 2013, the NSW Government announced a \$7.6 million temporary emergency assistance package for the Bourke, Brewarrina and Walgett local government areas (LGA). This support package has now been increased to \$14.6 million and expanded to cover the LGAs of Armidale; Bogan; Broken Hill; Central Darling; Cobar; Coonamble; Gilgandra; Glen Innes; Gunnedah; Guyra; Gwydir; Inverell; Moree Plains; Narrabri; Tamworth Regional; Tenterfield; Uralla; Walcha; Warren; and Warrumbungle, as well as the Unincorporated Area.

The measures include:

- up to \$20,000 per producer in the form of a Transport Assistance Reimbursement;
- up to \$30,000 per producer for Emergency Water Infrastructure Grants; and
- the waiving of Western Lands Lease payments, Local Land Services rates and Wild Dog Destruction Board rates for a 12-month period, where applicable.

The measures are back-dated to 1 January 2014 for all LGAs, with the exception of the Transport Assistance Reimbursement for Bourke, Brewarrina and Walgett LGAs, which is back-dated to 1 July 2013.

These new measures are also in addition to existing assistance already available to all landholders in NSW, which include:

- Transport Subsidies for Animal Welfare, focused on stock going to sale or slaughter where there is significant risk to animal welfare, which will remain while drought conditions persist;
- the Rural Financial Counselling Service;
- the Rural Support Worker Program;
- low interest rate loans through the Rural Assistance Authority; and
- farm business preparedness and resilience programs including PROfarm courses, short and long course training through Tocal College and TAFE.

In February 2013 the NSW Government abolished drought declarations and established the Regional Assistance Advisory Committee (RAAC) and enhanced .../2

monthly seasonal conditions reports. RAAC meets monthly to monitor seasonal conditions across NSW, using objective information on rainfall, soil moisture levels and pasture growth and also on-ground information gathered by Local Land Services. Local Land Services has appointed a Seasonal Conditions Coordinator who will actively collect information about on-ground conditions which will be made available to the RAAC and Minister for Primary Industries. RAAC and Local Land Services will continue to monitor and provide advice and recommendations to the NSW Government as required.

The RAAC is also collecting additional information on available social support services and, through the Rural Support Program and its networks, is working to ensure that social connections are maintained through this difficult period.

The NSW Government is continuing to work on support mechanisms which support our farmers and are in line with State and Commonwealth agreements on drought.

For further information on the temporary emergency drought assistance package and other measures the NSW Government has available to assist primary producers in managing seasonal conditions, visit [www.dpi.nsw.gov.au/agriculture/emergency/drought/managing](http://www.dpi.nsw.gov.au/agriculture/emergency/drought/managing).

Yours sincerely



**Katrina Hodgkinson MP**  
**Minister for Primary Industries**

WALGETT SHIRE COUNCIL AGENDA

RECEIVED 10 MAR 2014



PRIME MINISTER

3 March 2014

Councillor Bill Murray  
Mayor  
Shire of Walgett  
PO Box 31  
WALGETT NSW 2832

Dear Councillor Murray

It was good of you to meet with me at Phil and Di Ridge's property recently and to give me Council's thoughts on drought policy.

I do accept that a severe drought is a natural disaster, akin to flood or fire. In the longer term, we need to devise a better drought policy that's analogous to the support offered to flood or fire-affected businesses.

In the short term, it's important to have a response to this event which is both fair and fiscally responsible and which addresses the economic and social consequences of the current event.

The Government recently announced a package of measures to assist drought affected farmers, details of which I have attached. As well, the Agriculture White Paper will consider the issue of drought policy on a long-term sustainable basis. I have asked the White Paper taskforce to consider your letter.

Finally, thank you for your commitment to agriculture in this country which should be as important to our economic future as it has been to the past.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Tony Abbott', written over a horizontal line.

TONY ABBOTT

Cc *The Hon Barnaby Joyce MP, Minister for Agriculture*  
*Mr Mark Coulson MP, Member for Parkes*

Parliament House CANBERRA ACT 2600  
Telephone (02) 6277 7700  
[www.prm.gov.au](http://www.prm.gov.au)



## JOINT PRESS RELEASE

**THE HON. TONY ABBOTT MP, PRIME MINISTER  
THE HON. BARNABY JOYCE, MINISTER FOR AGRICULTURE**

### **SUPPORTING DROUGHT AFFECTED FARMERS**

Australian farmers suffering through the crippling drought will be able to access greater government assistance sooner as part of a \$320 million comprehensive drought support package.

The Government will bring forward more generous income support arrangements for farmers and their families; extend concessional loans to eligible drought affected farm businesses; provide funds for water infrastructure and pest eradication; as well as funds for counselling support services for farmers.

Farming is a very significant part of our economy and will play a critical role in our economic future. This is a government determined to stand by the people of Australia in good times and bad.

As part of the package:

- More generous criteria for accessing income support will be made available to farmers from 3 March 2014 instead of 1 July 2014.
- Drought Concessional Loans totalling \$280 million will be allocated to give eligible farm businesses the resources to recover from the effects of drought.
- To assist drought affected farms to access water, \$12 million will be added to existing emergency water infrastructure schemes, including supplementing those in NSW and Queensland.
- \$10 million in assistance will be available for pest management in drought affected areas.
- \$10.7 million will help increase access to social and mental health services in communities affected by this drought.

Farm businesses and farm families across Australia are suffering financially and emotionally as a result of the prolonged drought.

This drought assistance package is to support farm businesses, families and communities that are experiencing hardship and to help them recover when the current drought ends.

26 February 2014



Australian Government  
Department of Agriculture

February  
2014

## Drought support for farmers



The Australian Government supports farm families and farm businesses in managing and recovering from periods of hardship, including drought, and assists them in preparedness and future planning.

On 26 February 2014 the Prime Minister, the Hon. Tony Abbott MP, and the Minister for Agriculture, the Hon. Barnaby Joyce MP, announced a package of measures offering financial, social and mental health support to farming families, farm businesses and rural communities suffering from drought.

Measures include:

### **Interim Farm Household Allowance (Interim FHA)**

Interim FHA will help farm families with their daily living expenses and is available to eligible farmers Australia-wide, without the need for a drought declaration.

Like the Transitional Farm Family Payment, the Interim FHA will be paid at a fortnightly rate equivalent to Newstart Allowance. However, the interim payment will have a different asset test so that more farmers, including those affected by drought, will be able to access income support when they need it.

Payments under the Interim FHA commence from 3 March 2014 for new applicants.

Existing Transitional Farm Family Payment recipients as at 28 February 2014 will be automatically transferred to Interim FHA so they don't have a break in payment.

The Interim FHA will be available until the permanent Farm Household Allowance (FHA) is implemented on 1 July 2014.

To avoid a break in payment, recipients of the Interim FHA who wish to claim FHA will be eligible to receive payment until 30 September 2014 or until their application for FHA has been finalised, whichever is earlier.

Phone: 13 23 16  
(Monday to Friday, 8am to 8pm EST)

Web: [humanservices.gov.au/rural](http://humanservices.gov.au/rural)

### **Drought Concessional Loans Scheme**

The Australian Government is offering up to \$280 million in concessional loans to eligible drought-affected farm businesses for debt restructuring, operating expenses and drought recovery activities. Drought concessional loans will help farm businesses recover from the effects of drought and return to profitability in the long term. Loans of up to \$1 million, or 50 per cent of the farm business's debt, whichever is lower, will be available.

The Australian Government will work with the jurisdictions as a priority to finalise application requirements and delivery arrangements for the scheme. More information on the roll-out of the scheme will be available shortly.


Web: [daff.gov.au/assistance](http://daff.gov.au/assistance)

### **Additional funding for water-related infrastructure rebates**

Drought-affected farmers in Queensland and New South Wales will benefit from additional funding for water-related infrastructure rebates. There is scope to extend this assistance to other areas if needed.

Queensland: [daff.qld.gov.au/environment/drought/assistance/new-drought-assistance-package](http://daff.qld.gov.au/environment/drought/assistance/new-drought-assistance-package)

New South Wales: [raa.nsw.gov.au/assistance/emergency-water-infrastructure-rebate](http://raa.nsw.gov.au/assistance/emergency-water-infrastructure-rebate)



Department of Agriculture

Drought support for

**Social Support**

Recognising that hardships like drought can have significant impacts on the mental health and wellbeing of farmers, farm families and communities, the Australian Government is providing up to \$10.7 million to increase the delivery of social support services in drought-affected areas.

**Phone:** 1300 653 227

**Web:** [dss.gov.au/familysupportprogram](http://dss.gov.au/familysupportprogram) and [dss.gov.au/targetedcommunitycare](http://dss.gov.au/targetedcommunitycare)

**Assistance for farm businesses to manage pest impacts in drought-affected areas**

The Australian Government will contribute \$10 million, primarily in Queensland and New South Wales, to help reduce the impacts of wild dogs and other pest animals and manage total grazing pressure in drought affected regions. This will be delivered through local natural resource management organisations.

**Web:** [daff.gov.au/assistance](http://daff.gov.au/assistance)

Contact  
Switchboard 02 6271 3933

For more information  
[daff.gov.au](http://daff.gov.au)



14.2 DIRECTOR CORPORATE SERVICES

**CASH ON HAND & INVESTMENT REPORT**

**REPORTING SECTION:** Corporate Services  
**AUTHOR:** Shane Roberts – Senior Finance Officer  
**FILE NUMBER:** 09/1460

**Summary:**

This report summarises the cash on hand and investments held by Walgett Shire Council as at 31 March 2014.

**Background:**

Walgett Shire Council operates one primary transaction account with the Commonwealth Bank and invests surplus funds to its operational requirements. The level of funds held in the account at any time reflects the outlook in terms of payments to be made in the short term.

**Current Position:**

As at 31 March 2014 the operational bank account's balance was \$712,956.16. The reconciliation of this balance is:

**Operational Account Bank Reconciliation  
 As at 31 March 2014**

|                                                          |                   |
|----------------------------------------------------------|-------------------|
|                                                          | \$                |
| <b>Opening Ledger Account Balance as at 1 March 2014</b> | <b>945,086.52</b> |
| Add: Receipts                                            | 2,883,422.54      |
| Add: Recalled Investments                                |                   |
| Less: New Investments                                    |                   |
| Less: Payments                                           | (3,124,185.97)    |
| <b>Closing Ledger Balance as at 31 March 2014</b>        | <b>704,323.09</b> |
| <br>                                                     |                   |
| <b>Balance as per Bank Statement as at 31 March 2014</b> | <b>712,956.16</b> |
| Add: Receipts not banked                                 | 2,258.80          |
| Less: Payments not presented                             | (8,160.96)        |
| Less: Presented not updated receipts                     | (2,730.91)        |
| <b>Closing Balance of Bank Account</b>                   | <b>704,323.09</b> |

**WALGETT SHIRE COUNCIL AGENDA**

1 Term Deposit was recalled to the value of \$500,000.00.

No new Term Deposits were made.

1 transfer was made from the BOS account to the value of \$1,000,000.00.

No transfers were made to the 24hour online account.

As at 31 March 2014 Walgett Shire Council's investment register's balance was \$14,000,000.00. The balance as per the attached investment report comprised:

|                                                    |                 |
|----------------------------------------------------|-----------------|
| Term Deposits                                      | \$14,000,000.00 |
| Floating Rate Collateralized Debt Obligation (CDO) | \$ 0.00         |

The values for the Floating Rate Collateralized Debt Obligation (CDO) are market values at 28 February 2014 and were supplied by the ANZ Group. The CDO's are at a N/A value. Legal proceedings against Lehman Brothers are in progress to reclaim a portion of the value invested.

|                                |               |
|--------------------------------|---------------|
| 24 Hour Online Account Balance | \$ 168,580.56 |
|--------------------------------|---------------|

**Relevant Reference Documents/Policies:**

09/1772-02/0016      March 2014 bank reconciliation ledger 11.5010  
09/1460-03/0001      Investments Report To Council 2013/2014

**Governance issues:**

Nil

**Environmental issues:**

Nil

**Stakeholders:**

Walgett Shire Council  
Residents of Walgett Shire Council

**Financial Implications:**

As per report

**Alternative Solutions/Options:**

Nil

**Conclusion:**

As at 31 March 2014 Walgett Shire Council's total available cash and invested funds were \$14,872,903.65 represented by:

|                                        |                 |
|----------------------------------------|-----------------|
| Reconciled Operational Account Balance | \$ 704,323.09   |
| Investments                            | \$14,000,000.00 |
| 24 Hour Online Saver Account           | \$ 168,580.56   |

**CASH ON HAND AND INVESTMENT REPORT AS AT 31 MARCH 2014**

**Recommendation:**

1. That the cash on hand and investment report as at 31 March 2014 be received and noted.

**Moved:**

**Seconded:**

**Attachment:**

Cash on Hand and Investment Report

**WALGETT SHIRE COUNCIL AGENDA**

| <u>Investment Institution</u>                               | <u>Type of Investm:</u> | <u>Term</u> | <u>Rate %</u> | <u>Ref</u> | <u>Reset Date</u> | <u>Maturity Date</u> |                        |
|-------------------------------------------------------------|-------------------------|-------------|---------------|------------|-------------------|----------------------|------------------------|
| <b>Term Deposits</b>                                        |                         |             |               |            |                   |                      |                        |
| Commonwealth Bank                                           | Term Deposit            | 182         | 3.40          | 877/14     |                   | 16-Apr-14            | \$500,000.00           |
| Bank of Queensland                                          | Term Deposit            | 203         | 3.85          | 878/14     |                   | 07-May-14            | \$500,000.00           |
| Suncorp                                                     | Term Deposit            | 154         | 3.50          | 881/14     |                   | 09-Apr-14            | \$500,000.00           |
| Suncorp                                                     | Term Deposit            | 175         | 3.50          | 882/14     |                   | 30-Apr-14            | \$500,000.00           |
| Bankwest                                                    | Term Deposit            | 273         | 3.50          | 883/14     |                   | 06-Aug-14            | \$500,000.00           |
| Suncorp                                                     | Term Deposit            | 182         | 3.65          | 884/14     |                   | 14-May-14            | \$500,000.00           |
| IMB                                                         | Term Deposit            | 182         | 3.50          | 887/14     |                   | 21-May-14            | \$500,000.00           |
| National Australia Bank                                     | Term Deposit            | 182         | 3.77          | 888/14     |                   | 28-May-14            | \$500,000.00           |
| Westpac                                                     | Term Deposit            | 217         | 3.75          | 889/14     |                   | 02-Jul-14            | \$500,000.00           |
| Credit Union Australia                                      | Term Deposit            | 242         | 3.65          | 890/14     |                   | 27-Aug-14            | \$500,000.00           |
| IMB                                                         | Term Deposit            | 119         | 3.50          | 892/14     |                   | 02-Apr-14            | \$500,000.00           |
| IMB                                                         | Term Deposit            | 174         | 3.50          | 893/14     |                   | 28-May-14            | \$500,000.00           |
| Bank of Queensland                                          | Term Deposit            | 188         | 3.75          | 894/14     |                   | 11-Jun-14            | \$500,000.00           |
| Bank West                                                   | Term Deposit            | 181         | 3.50          | 895/14     |                   | 04-Jun-14            | \$500,000.00           |
| National Australia Bank                                     | Term Deposit            | 245         | 3.80          | 896/14     |                   | 13-Aug-14            | \$500,000.00           |
| Westpac                                                     | Term Deposit            | 217         | 3.65          | 897/14     |                   | 16-Jul-14            | \$500,000.00           |
| Westpac                                                     | Term Deposit            | 231         | 3.65          | 898/14     |                   | 30-Jul-14            | \$1,000,000.00         |
| National Australia Bank                                     | Term Deposit            | 182         | 4.08          | 899/14     |                   | 18-Jun-14            | \$500,000.00           |
| ING                                                         | Term Deposit            | 182         | 3.55          | 900/14     |                   | 09-Jul-14            | \$750,000.00           |
| Suncorp                                                     | Term Deposit            | 98          | 3.55          | 901/14     |                   | 23-Apr-14            | \$500,000.00           |
| ING                                                         | Term Deposit            | 210         | 3.66          | 902/14     |                   | 03-Sep-14            | \$500,000.00           |
| Bank of Queensland                                          | Term Deposit            | 189         | 3.70          | 903/14     |                   | 20-Aug-14            | \$500,000.00           |
| Newcastle Permanent Building Society                        | Term Deposit            | 259         | 3.50          | 904/14     |                   | 05-Nov-14            | \$500,000.00           |
| ING                                                         | Term Deposit            | 238         | 3.70          | 905/14     |                   | 15-Oct-14            | \$750,000.00           |
| Newcastle Permanent Building Society                        | Term Deposit            | 84          | 3.50          | 906/14     |                   | 21-May-14            | \$500,000.00           |
| Newcastle Permanent Building Society                        | Term Deposit            | 98          | 3.50          | 907/14     |                   | 11-Jun-14            | \$500,000.00           |
|                                                             |                         |             |               |            |                   |                      | <u>\$14,000,000.00</u> |
| <b>Floating Rates Collateralized Debt Obligations (CDO)</b> |                         |             |               |            |                   |                      |                        |
| Zircon Finance Ltd                                          | Floating Rate CDO       |             | 0.00          |            |                   | 20-Sep-14            | \$0.00                 |
| Morgan Stanley Aces SP                                      | Floating Rate CDO       |             | 0.00          |            | 20-Mar-12         | 20-Jun-15            | \$0.00                 |
| Helium Capital Ltd                                          | Floating Rate CDO       |             | 0.00          |            |                   | 23-Jun-14            | \$0.00                 |
|                                                             |                         |             |               |            |                   |                      | <u>\$0.00</u>          |
|                                                             |                         |             |               |            |                   |                      | <u>\$14,000,000.00</u> |
|                                                             |                         |             |               |            |                   |                      | <u>\$168,580.56</u>    |
|                                                             |                         |             |               |            |                   |                      | <u>\$14,168,580.56</u> |

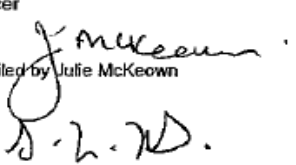
Note that this is a separate interest bearing account linked with the Main Bank Account Investment Report as at 31 March 2014

I hereby certify that the investments shown herein have been invested in accordance with Section 625 of the Local Government Act 1993, associated regulations and in accordance with Council's Policies and Procedures.

Signed

Shane Roberts  
Senior Finance Officer

Prepared and Reconciled by Julie McKeown  
Assistant Rates



## **SEC 356 REBATES - CHURCHES AND OTHER NOT FOR PROFIT ORGANISATIONS**

**REPORTING SECTION:** Corporate Services  
**AUTHOR:** Jeremy Way – Rates Clerk  
**FILE NUMBER:** 09/1115

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### **Summary:**

This report provides details of the three remaining eligible organisations that have made application to council for a rebate on 2013/2014 sewer, water and waste charges. The report recommends that the applications be approved and that rebates be granted in line with Councils policy for Donations to Churches and Other not for Profit Organisations – Sec 356 of the LGA.

### **Background:**

For a number of years Council granted rebates on annual service charges applied to rate assessments for a number of Churches and Not for Profit Organisations such as district CWA branches. These groups are already exempt from Ordinary Rates under the provisions of Chapter 15, Part 6, Sections 555 & 556 of the Local Government Act 1993.

Council adopted the Donations to Churches and Other not for Profit Organisations – Sec 356 of the LGA policy on 23<sup>rd</sup> April 2013 and a letter advising of this new policy was sent the applicable church groups and community organisations. An application form was also sent with this letter.

Each year there is a specific provision in the budget for rebates to eligible organisations that have applied for a donation under the policy.

### **Current Position:**

A total of 22 organisations have already received rebates on their water, sewer and waste service charges amounting to \$15,246.80. Applications have now been received from the three remaining organisations totalling \$274.05 as per attachment. These organisations have been assessed against the policy criteria and are eligible to be granted rebates on their service charges.

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

Chapter 12, Part 1, Section 356 of the Local Government Act 1993  
Chapter 15, Part 6, Sections 555 & 556 of the Local Government Act 1993  
Council Policy - Donations to Churches and Other not for Profit Organisations – Sec 356 of the LGA..

### **Governance issues:**

Council must comply with the provisions of sec 356 of the LGA 1993. Any decision to grant a rebate under sec 356 should be by way of council resolution.

**Environmental issues:**

N/A

**Stakeholders:**

Not for Profit Entities within Walgett Shire Council  
Walgett Shire Council

**Financial Implications:**

The three additional applications totalling \$274.05 have been evaluated against the policy criteria and are eligible for a rebate in accordance with the council policy. This brings the total rebates applied under this policy across water, sewer, and waste to \$15,520.85 in the current 2013/2014 rating year.

**Alternative Solutions/Options:**

That the applications be refused or granted at a lower level of rebate. This is not supported given that a policy has now been adopted.

**Conclusion:**

It is recommended that Council provide rebates to the organisations on the attached list in line with criteria set out in the Donations to Churches and Other not for Profit Organisations – Sec 356 of the LGA Policy.

**356 Donations to Local Churches and Other Organisations**

**Recommendation:**

1. That the applications from eligible non-profit organisations as per the attached list be approved and the rebates on annual service charges as detailed therein be granted.

**Moved:**

**Seconded:**

**Attachments:**

Section 356 Donations – 2013/2014 Rating Year

WALGETT SHIRE COUNCIL AGENDA

**Section 356 Donations - 2013/2014 Rating Year**

| Applicant                                                               | Ass No. | Property Address               | Trim Number  | Approved Yes/No | Total Donations 2013/2014 | Water           | 75% Water       | Sewer         | 75% Sewer     | DWM Collect   | 50% DWM       | DWM Avail       | 50% DWM        |
|-------------------------------------------------------------------------|---------|--------------------------------|--------------|-----------------|---------------------------|-----------------|-----------------|---------------|---------------|---------------|---------------|-----------------|----------------|
| Anglican Church                                                         | 31773   | 14 Shaw Street Rowena          | 09/1292/0052 |                 | \$ 226.85                 | 271.00          | 203.25          |               |               |               |               | 47.19           | 23.60          |
| Cumborah Community Inc.                                                 | 12187   | 16 Cumborah Street Cumborah    | 09/1292/0055 |                 | \$ 23.60                  |                 |                 |               |               |               |               | 47.19           | 23.60          |
| Grawin Glengarry Sheepyards Opal Fields Men's Shed                      | 59493   | Part Lot 2 DP 803377 LI 505387 | 09/1292/0053 |                 | \$ 23.60                  |                 |                 |               |               |               |               | 47.19           | 23.60          |
| <b>TOTALS</b>                                                           |         |                                |              |                 | <b>\$274.05</b>           | <b>\$271.00</b> | <b>\$203.25</b> | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$141.57</b> | <b>\$70.80</b> |
| <b>Total Annual Rates &amp; Charges for 2013/2014 Rating Year</b>       |         |                                |              |                 | <b>\$412.57</b>           |                 |                 |               |               |               |               |                 |                |
| <b>Total 356 Donation for 2013/2014 Rating Year</b>                     |         |                                |              |                 | <b>\$274.05</b>           |                 |                 |               |               |               |               |                 |                |
| <b>Total Rates &amp; Charges still payable in 2013/2014 Rating Year</b> |         |                                |              |                 | <b>\$138.52</b>           |                 |                 |               |               |               |               |                 |                |

## ***LIGHTNING RIDGE WATER STANDPIPE BILLING***

**REPORTING SECTION:** Corporate Services  
**AUTHOR:** Stephen Holland Director Corporate Services  
**FILE NUMBER:** 12/14

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### **Summary:**

Following the lack of a response to the inviting of tenders for the provision of a pre-paid billing system for the Lightning Ridge standpipes, further investigation was undertaken into systems utilised for point of sale fuel at some service stations and aerodromes. Initial discussions with supplier Transponder Technologies indicates some potential for their system to be applied to the sale of water from standpipes and this report recommends that discussions with that company be progressed and, a more detailed project scope and cost estimate be brought back to Council for further consideration.

### **Background:**

The water standpipe in Harlequin Street Lightning Ridge is a primary source of water for many people residing on the mining camps and others. A standpipe in Onyx St services commercial users. It has been Council's intention for some time to implement a system for charging for water supply from the standpipes so that those who source their water from the standpipes also contribute to the costs of the LR water supply service as town residents are currently required to do through their rates and water billing. Council previously installed a system through Av-Data which was to provide a means of recording and billing water consumption from the standpipe. This system was not successful primarily due to the need for users to be issued with a token and then for an account to be issued for payment. A number of contractors signed up and were issued tokens but it was not effectively administered and the phone connection was disconnected in 2012. It was also never a viable system through which the mining camp residents could be billed and the revenue collected.

In June 2013 Council invited tenders for the Design, Construction and Commissioning of a Standpipe Pre-Paid Billing System at Lightning Ridge with no tenders being received. Both the Acting Director Urban Infrastructure Services and Director Corporate Services have investigated potential options for a point of sale (POS) option originally with Av-Data and another supplier without any success. It was then decided to explore options which may be available on a similar basis to systems used in service stations for the after hour's sale of fuel and at Walgett and other aerodromes for the sale of fuel to visiting aircraft. Enquiries were made to pump supplier Gilbarco who suggested that Council approach Transponder Technologies.

### **Current Position:**

Transponder Technologies who manufacture outdoor payment terminals (OPT) primarily for fuel sales have advised that their OPT's could also be utilised successfully for water sales from standpipes. A brochure for the OPT is attached to this report and although being directed at fuel supplies, is the same equipment that the company states could be applied to standpipe billing. The company representative advised that the OPT at the Walgett aerodrome was supplied by



them. Preliminary discussions with Transponder Technologies have been very encouraging and it is believed that they have the potential to provide a sustainable solution to billing standpipe water users across the shire. As the Council has previously developed a specification and advertised for tenders with no result, it is recommended that the council proceed to develop the project with Transponder technologies and that a firmer proposal with detailed costs be brought back to Council for a decision as to whether to proceed with implementation.

#### Project Scope

Whilst the main focus has been on addressing the supply of water from the Harlequin St standpipe, it will be necessary for both it and the Onyx St commercial standpipe to be converted to user pays at the same time from both equity and a practicality perspective. It could reasonably be expected that users of the Harlequin St standpipe would try to move to the Onyx St Standpipe if it remained with unrestricted access.

#### Community Consultation

After so many years of unrestricted free access to water, a move to user pays is not likely to be received well by many users, particularly those on the camps. This will necessitate the development of an effective community consultation process which should also include a reasonable notice period before any change was implemented. A schedule of charges would also need to be determined and it may also be appropriate to commence with a lower charge in the first year and transition to a higher charge over the next one(1) or two(2) years. All of this detail would need to be developed and brought to council in a later report should a decision be made to further progress the Transponder Technologies option.

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

- Local Government Act
- NSW Govt Best Practice Guidelines for water Supply
- Transponder Technologies Data Sheet

#### **Governance issues:**

It is believed that Council is able to progress this project with a preferred supplier having invited tenders and receiving no response. The estimated project cost is also considerably below \$150,000 which is the amount that councils are required to invite tenders for.

#### **Environmental issues:**

This aspect has not been considered in detail however user pays water supply is an integral component of the best practice guidelines directed at ensuring sustainable water supplies.

#### **Stakeholders:**

- Walgett Shire Council
- Lightning Ridge and surrounding area residents.
- Commercial water carters
- Lower Macquarie Water Users Alliance member councils.

**Financial Implications:**

An effective billing regime for standpipe water users would provide additional revenue for the Lightning Ridge water service and increase the financial viability of that service. A general indication of costs from Transponder Technologies is that each OPT would cost in the order of \$25,000 with installation and the provision of a telephone line resulting in total costs for each site not exceeding \$35,000. There would also be ongoing transaction and data costs for the operation of the system. This would be subject to further negotiation and the firming up of a project quote which you would expect to be more competitive if both Lightning Ridge sites were done at the same time. The current 2013 / 2014 budget has a budget of \$40,000 for this project.

**Alternative Solutions/Options:**

Council invites fresh tenders for the project.

**Conclusion:**

Although at an early stage, the Transponder Technologies equipment would appear to have potential to address what has been a long standing issue for Council. Having gone to tender once for the project with no response, the preferred option is to progress discussions with Transponder technologies with a view to them putting a firm project scope and quotation forward for Council to consider.

**Lightning Ridge Water Standpipe Water Billing**

**Recommendation:**

That Council undertake negotiations with Transponder Technologies to develop a scope of works and quotation for the supply, installation and commissioning of a Point of Sale system at both the Harlequin St and Onyx St standpipes in Lightning Ridge.

**Moved:**

**Seconded:**

**Attachments:**

Photographs - Walgett Aerodrome fuelling facility

WALGETT SHIRE COUNCIL AGENDA



## **2014 NSW LOCAL GOVERNMENT AND SPORT & RECREATION FORUM – LIGHTNING RIDGE**

**REPORTING SECTION:** Corporate Services

**AUTHOR:** George McCormick – Manager Community Development

**FILE NUMBER:** 09/1305

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### **Summary:**

This report is to inform the Council of the revised date in the delivery of the 2014 NSW Local Government Forum in Lightning Ridge during the first week in October 2014. The forum is being hosted by Walgett Shire Council in partnership with the NSW Department of Office and Communities - Sport and Recreation

### **Background:**

The Forum was schedule to take place from 18<sup>th</sup> – 20<sup>th</sup> October 2013 however due to low registrations due in part to the Blue Mountain Bushfires the Forum was postponed.

The Annual Local Government Forum is conducted by Sport and Recreation and provides an opportunity for Local Government representatives to meet and share information on projects and initiatives that are related to sport and recreation projects and initiatives that may be of interest and/or benefit to other Councils across NSW.

Each year the forum has a different theme with this year's theme being: '*Communities Digging Deep - connecting diversity through common ground*', staged in partnership with the Walgett Shire Council.

At the June 2013 Council meeting, it was resolved to support this event.

### **Current Position:**

The event highlights new programs and infrastructure projects that have been developed in local communities with the objective of enhancing community wellbeing through physical activity. Generally staff from the Local Government sector who attend are associated with the delivery of community sport and recreation programs, community sport facilities and community development, physical and health activity initiatives. The program will provide for the Mayor or his delegate to open the forum and all councilors are invited to attend some or the entire forum.

The benefits from hosting the forum are considerable with the opportunity to showcase our Shire and people to a wider audience of state wide delegates. There will also be an economic benefit to Lightning Ridge with most delegates staying two – three nights and some likely to extend their visit over the weekend.

The project supports the following strategies in the *Walgett Shire Community Strategic Plan*:

*E2.2: Increase numbers of tourists to our Shire through promotion*

*E2.4: Increase profile of the Walgett Shire at a State and National level*

*G5.3: promote and develop partnerships with state and regional level agencies to improve the social economy and cultural life.*

**Relevant Reference Documents/Policies:**

Walgett Shire Council Community Strategic Plan 2012-2022.

**Governance issues:**

There are no identified governance issues.

**Environmental issues:**

There are no identified environmental issues

**Stakeholders:**

Walgett Shire Council  
Walgett Shire Communities, NSW Office of Communities,  
NSW Local Government Representatives, service providers and local organisations/agencies.

**Financial Implications:**

Council's contribution to the delivery and support of forum originally was (\$4000.00). To date in the pre planning and resourcing \$1400.00 has been expended, the remaining \$2600.00 will be funded from the Community Projects budget 2014/ 2015.

**Alternative Solutions/Options:**

Council has committed to partnering the project.

**Conclusion:**

The staging of the Annual Local Government Forum within the Walgett Shire is a first and provides an excellent opportunity to show case our Shire, its resources, people and uniqueness to representatives from the Local Government Sector and representatives and delegates from agencies across NSW.

**NSW Local Government /Sport and Recreation Forum 2014**

**Recommendation:**

That the report be received and the revised changed of date noted.

**Moved:**

**Seconded:**

**Attachments**

Nil

## **COMMUNITY DEVELOPMENT QUARTERLY REPORT JANUARY 2014 – MARCH 2014**

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

### **Summary:**

During the period January – March 2014 Community Services Managed projects related to community engagement, cultural development and recognition, group capacity building, collaborative events, seniors, youth & early childhood initiatives.

This report provides a summary of project progress and outcomes of activities undertaken by our Community and Youth Development teams, Libraries, Aboriginal Liaison Officer and Healthy Communities Co-ordinator during the period January – March 2014.

### **Background:**

Last quarterly report submitted for the period **October – December 2013**

### **Current Position:**

During the reporting period a number of projects and activities have been initiated and supported including partnering in programs with number service providers.

### **Community Welcome Events**

Community Welcome events were held during late February early March in the three larger communities of Walgett, Lightning Ridge and Collarenebri. Council facilitated the Community Welcomes to offer newcomers to our Shire, local services and businesses an opportunity to connect in a informal manner. These events recorded 85 participants and aligned with: CSP - C1.1: Develop a connected, informed and resilient community". Community feedback from the initiative has been very positive.

### **Drought Support**

The recent Drought Relief workshops and events have been supported by Council with staff playing a leading role in supporting the majority of events across our Shire.

The "Out and About in the Drought" events targeted health and wellbeing and information for the landowners, local businesses and community folk. A number of other services partnered in events culminating in a Drought Relief fun day event held in April.

### **Aboriginal Programs and Reconciliation**

During the reporting period our Aboriginal Liaison officer has progressed and strengthened relationships with communities and Aboriginal services within the Walgett Shire. This has included supporting and partnering in a range of community events. Planning has commenced for NAIDOC Week 2014 to be held in July with ALO facilitating meetings of the organising committee.

### **International Women's Day**

The Aboriginal Liaison Officer and Walgett Shire Council Healthy Communities Coordinator participated in the planning and implementation of our International Women's Day event for 2014 which was staged at the Country Women's Association Hall in Pitt St, Walgett.

The event was delivered in partnership with other community service providers including Walgett Aboriginal Medical Service, Thiyama-Li Family Violence Service Inc, Walgett Doctor's Surgery and

## WALGETT SHIRE COUNCIL AGENDA

Mission Australia. This provided an engaging and entertaining event for women of the community to come along and join in this fun and informative day.

A healthy breakfast and morning tea was provided for all women who participated in the event as well as a variety of games and activities to entertain the crowd. Councillor Jane Keir was a guest speaker with over 50 women participating.

### **Harmony Day**

Aboriginal Liaison Officer and Community Development staff assisted in the promotion and facilitation of the Harmony Day event held on the front lawn of the Council Chambers on Friday 21<sup>st</sup> March 2014.

A short survey was offered to participating community members to assist council in gaining an understanding of what the community thought Harmony Day was all about and what it meant to them.

A morning tea was provided by Walgett Shire Healthy Communities Program for all participants, with service providers setting up their own information stalls. A display of multicultural community members profiles was on show for everyone to observe.

Local Service Providers involved in the planning of this event were Department of Human Services, Thiyama-Li Family Violence Service Inc., Walgett Doctor's Surgery and Walgett Aboriginal Medical Service. The Harmony Day event operated from 10:30am to 1:30pm with over 90 community members participating in the event.

### **Planning and Implementation of NAIDOC Week 2014**

The theme for NAIDOC 2014 is - Serving Country: Centenary and Beyond.

Submissions are yet to be lodged by Council/Community for NAIDOC Week 2014 through Aboriginal Affairs. The initial program for NAIDOC consists of the opening ceremony on the Council lawn with support events taking place in Walgett, Collarenebri and Lightning Ridge including an event for the youth and communities.

### **Youth Affairs**

Youth services and development is progressing in line with the Walgett Shire Youth Development Youth Strategy 2009 – 2014. The youth development team have recorded sustained outcomes relating to implementation of Vacation Care attendance numbers across the community. Our team have continued successful partnerships with service providers and organisations in delivery of programs targeting development, leadership, early intervention and health and wellbeing initiatives.

### **After School Activities / Youth Centre's and Vacation Care services**

All Youth Centre's across the Shire are fully operational. Youth and community teams continue to support and partner with local services and organisations to deliver quality engaging programs for the youth and young people of the Shire.

### **Youth Week 2014**

The 2014 National Youth Week Event kicks off across the Walgett Shire on Friday April 4<sup>th</sup> with each youth centre hosting their opening ceremony. The two week program developed in consultation with our Youth Council offers a wide selection of opportunities for our youth to engage, participate and showcase their talents. A focus this year will be the Youth Mental Health and Well Being, suicide prevention and support workshops supported by NSW Health. Partnerships with local services and bordering Councils will again be a highlight in delivery of a meaningful series of events and opportunities for our youth and young people.

### **Youth Council**

The AGM of the Walgett Shire Youth Council was conducted in Lightning Ridge at the Central School.

The executive elect to represent the youth of our Shire are:

Joint Chairperson: Tiara Middleton (Lightning Ridge), Kaylah Sands (Walgett)

Vice Chair: Brendan Sweeney (Collarenebri)

Secretary: Hollie Cooling and Nathan Leonard (Lightning Ridge)

Treasurer: Cheree White (Walgett) Torrey Mack (Lightning Ridge)

Publicity Officer: Swastika Sharma (Lightning Ridge), Michael Graham (Collarenebri) and Reba Blair (Walgett).

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### NSW Youth Advisory Council

Walgett Shire Youth Council executive member Mr Brendan Sweeney was elected to the NSW Youth Advisory Committee and has attended two meetings in Sydney over the past reporting period. Brendan has presented to the YAC on his role in our Youth Council and the focus the Youth Council is taking into Youth Week.

### Externally funded Programs

Friday Night Engagement Initiative continues along as per the funding agreement and is taking place every second Friday Night and one Saturday a month.

The YEEPI program also has been Walgett Shire youth development team facilitate this project with numerous local service providers. Participation and engagement are still high with young people enthusiastically involved in positive recreational activities including netball, football, and basketball. Dance parties, movie nights and chill out sessions were held at the Youth Centre during periods of inclement weather.

### Walgett Library

Patrons: Walgett Library has experienced a significant influx of new memberships since January (61). This is partly due to new families moving to Walgett, extensions of the library attracting more local families as members and promotions of library activities in the community.

True Stories is the current display in the Walgett Library and community have enjoyed and displayed interest relating to the display.

Preschool literacy: the stories on the floor early literacy project have been in recess over the holiday break. The library officer has visited mothers/carers at Mums and Bubs to assess the need for continuance of this program during March. This targeted group meet with other service providers weekly.

With regards to opening hours, summer hours concluded on 14th March as previously reported to Council. Operating hours have now reverted back to 1pm-5pm Monday, Wednesday and Friday and opening Saturday mornings 10am -1pm.

### Library Programs

Wednesday workshops with *Art across the Ages* program are continuing to engage our residents and visitors. These workshops are targeting adult/senior groups.

Library has offered five workshops engaging 32 children in different techniques with paper craft.

The Goonimoo Play Group visited with 31 children and 14 adults comprising several play areas set up by staff involving different motor skill activities.

Walgett Outreach Staff in conjunction with Goonimoo Play Group visited Collarenebri Library for a fun filled morning with twelve 0-5 age groups and their parents/carers.

Library Lovers Day was supported by giving out mystery read of romance books to patrons. Some patron's feedback "enjoyed reading out of my comfort zone with romance genre".

### After School and Holiday Groups

In the period January to March 2265 young people were recorded in attendance at the Walgett Library. Group activities included Winter Olympics using games and literature activities illustrating Russia, Summer Reading Club offered different investigating activities with the theme "Top Secret"

### Library Hours

Summer hours concluded on 14<sup>th</sup> March as previously reported to Council. Due to the popularity of the library with families during the mornings the extra hour is now utilized by opening the Library from 12pm on Monday, Wednesday and Friday instead of the previous 1pm opening time on these days.

### Lightning Ridge

Programs: School Holidays Summer Reading Club – investigation

### Displays

Library Lovers Day –supported by Mills and Boon book display.

Display promoting Premier's reading challenge targeting Kindergarten to Year 9



## WALGETT SHIRE COUNCIL AGENDA

### Preschool literacy

Books and Babies continue on Tuesdays mornings. Targeting 0-5 age group and parents. Sessions include readings, singing nursery rhymes and small craft activities.

### After School Activities

After school programs are arranged for Wednesday and Thursdays 3-5pm, 252 children were engaged in various activities. Program targeting school age children/parents and care givers.

### New Collections

Collections of new stock in all genres coming in each month with 40% targeted for Walgett and Lightning Ridge. New cataloguing officer started in HQ during March to support the movement of new collections.

### Training

Staff have attended two training sessions in Moree on the new Spydus Library software. This program gives patrons the ability to access information on line and staff the means to give out more information when required. Staff worked on OPAC site for libraries <https://moree.spydus.com> to include all programs available in regions branches.

| Walgett                            | #    | Lightning Ridge                    | #    |
|------------------------------------|------|------------------------------------|------|
| Current Members                    | 288  | Current Members                    | 426  |
| Number of New Patrons              | 61   | Number of New Patrons              | 11   |
| Members re-registered              | 4    | Members re-registered              | 16   |
| Items Borrowed                     | 1806 | Items Borrowed                     | 1358 |
| Number of Visits                   | 4476 | Number of Visits                   | 1074 |
| Information requests               | 50   | Information requests               | 4    |
| Internet Usage                     | 1286 | Internet Usage                     | 986  |
| Babies and Books                   | 70   | Babies & Books                     | 16   |
| After School Programs              | 972  | After School Programs              | 252  |
| WiFi                               | 442  | WiFi                               | 10   |
| Inter Library Loans (ILL)          | 0    | Inter Library Loans (ILL)          | 3    |
| Reservations (from other branches) | 43   | Reservations (from other branches) | 68   |

### Healthy Communities Initiative

As the Walgett Shire Healthy Communities Initiative (WSHCI) is starting to wind down for the last three months of the project and final reports submitted, focus is now on outcomes and sustainability of programs. WSHCI has reached many milestones and achieved formidable outcomes during the tenure and continues to meet goals and achieve positive outcomes through committed emphasis on promotion of healthy lifestyles, healthy eating and exercise, accessible activities and resources, building sustainable projects and programs and allowing opportunity for community ownership. The community acceptance and participation demonstrated throughout the initiative has been testament to the project achieving the aim of 'getting people motivated and leading an active & healthy lifestyle' by way of offering healthy activity options to people in our communities.

Through a range of areas the WSHCI has impacted upon the lives of our people, meeting objectives and offering sustainable resources and equipment for whole of community.

Throughout the term, it is estimated the project has reached majority of community in one way or another, be it structured activity options or through promotions at community events, all are aware of what Walgett Shire Healthy Communities Initiative is, and what it stands for; healthy people, healthy future for the Walgett Shire.

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### **Market Garden**

WSHCI has continued to support the development of the Community Garden in Walgett, cooking events with garden produce are planned for early May as the weather cools and seasonable produce becomes available.

Numerous efforts have been made to give communities the opportunity to develop a Community Market Garden, which haven't developed or come to fruition. Many communities have been keen with the idea and have begun the early planning stage, then deterred by the harsh weather conditions experienced in our Shire.

However, a thorough and meaningful project has been developed within the community of Lightning Ridge driven by a local entity and in collaboration with community groups and a variety of stakeholders. WSHCI will assist in the early development stages of the garden and offer in-kind contributions to assist in maintaining and sustainability of the project.

### **On For Young & Old**

A significant component in engaging all ages and all backgrounds is the On for Young and Old initiative. It continues to gain positive outcomes with active participation of over 1,000 people across the communities.

WSHCI has delivered a variety of Sports Gala Days throughout the Shire as part of On for Young & Old. The program has had overwhelming success to date with participants learning new skills and developing knowledge relating to healthier lifestyle options through their participation in regular exercise and healthy lifestyle based programs aimed to create awareness and reduce chronic disease and illness through promotion of healthy lifestyle and choices.

The Sports Gala Days have been held in ; Lightning Ridge - Multi Sports Mystery, Walgett - 9-a-side Cricket and Volleyball & Pool Sports, Collarenebri - Ping Pong and Cumborah - Tennis.

Gala days scheduled for coming months: April Lightning Ridge - soccer; May Carinda - fitness fun; May Lightning Ridge - 3 on 3 basketball; May Collarenebri - cricket; May Come-by-chance - fitness fun; May Walgett - tennis; June Walgett - touch footy

Gala Days have been delivered in a friendly and fun atmosphere, while participants enjoyed being active, shared healthy meals and WSHCI promoted healthy lifestyle and wellbeing activities and other programs within Shire communities.

### **Bootcamp Fitness Sessions**

Circuit style fitness programs for community members are being staged in Walgett two nights per week, and Lightning Ridge two mornings per week. Over seventy participants take part on a regular basis, and the high attendance numbers have proved this to be a very popular style of exercise. The sessions were delivered over a 12 week period and will continue in term one, 2014.

### **Walgett Touch Football**

HCI assisted organisers with in-kind support, competition equipment and player uniforms, the competition runs over two nights per week, reporting 80 participants weekly. The competition was staged in term 4 2013.

### **Community Events**

WSHCI worked and partnered with services adding value to programs and worked in collaboration with services to deliver very successful events. The WSHCI has attended and supported several significant Community Events in the reporting period. The HCC has contributed to these events and promoted

## WALGETT SHIRE COUNCIL AGENDA

upcoming programs, talked with community members face to face, sought community input into programs and offered catering of healthy food. The HCC spoke with attendees about HCI programs and promoted programs through fliers, promotional items and word of mouth.

### **Events and programs**

Carers Event, Dementia Centre Lightning Ridge; Mayor's bike for Tour De Oroc; World Diabetes Day (pedometers and fitness equipment); International Women's Day (catering); Harmony Day (catering); Youth Council (wellbeing initiative); Welcome to Community events (Walgett, Lightning Ridge, Collarenebri).

Throughout the identified events and initiatives mentioned above Walgett Shire Healthy Communities assisted in the promotion of health and wellbeing and positive lifestyle choices via way of water bottles, pedometers, catering and information resources, facilitation of active games, healthy recipe book development and more.

### **Group Challenge Activities**

WSHCI program facilitators have met with HCC to coordinate and implement 'Group Challenge Activities' across the Shire.

Participants from the target group who have attended programs such as, but not limited to the Strengthening & Conditioning group; KISS club members; BEAT IT; Heartmoves; Fun & Fitness; Knockout Health Challenge; and Bootcamp have indicated they are willing to partake and have expressed their interest in being involved in the group challenge 'Suck it up Buttercup', which will take place in early May in Tamworth. Training sessions for the Group Challenge Activities began in March and participation numbers are increasing steadily.

### **2014 NSW Knockout Health Challenge**

WSHCI is supporting the weight loss challenge team, 'the Walgett Walkabouts' via support through administration, coordination of fitness sessions/instructor, equipment. The team is made up of 39 Indigenous participants regularly attending fitness sessions and actively involved in the challenge.

### **Aqua Fitness**

Aqua fitness was one of the most popular programs of the WSHCI with the extreme heat conditions making this a great alternative for participants to engage in physical activity.

WSHCI delivered programs to Collarenebri and Walgett in term 4 2013 and term 1 2014. The programs offered participants free entry to the pool and water each session, rash shirts, sun shades and sunscreen were supplied to participants to promote sun safety in our harsh conditions.

Walgett had a high number of participants, with over seventy people registered and an average of 22 per session. Sessions were staged three days a week. Collarenebri ran one session a week with twelve registered participants with an average of 8 per session.

### **Heart Foundation Walking**

Heart Foundation Walking has been one of the most difficult project outputs to get up and running in the Walgett Shire with a number of factors contributing to the delay in the commencement of this program. The extreme heat conditions has delayed the proposed starting date, however there has been interest of late in all three centres from participants volunteering to be group leaders. It is proposed to launch the Heart Foundation Walking program at the forthcoming Outdoor Gym Equipment 'come & try' and launch/opening days in April/May in Walgett, Lightning Ridge and Collarenebri.

A need has been identified for a walking track to be included at the park in Lightning Ridge where the Outdoor Gym Equipment has been placed. This will provide an area where residents can feel safe to

## WALGETT SHIRE COUNCIL AGENDA

walk and do their daily exercise without concerns of stray dogs (after a recent attack) and within town limits and in a built up area. The track will add value to the 'fitness park' and promote healthy lifestyle activity within the community.

### **Coordinate & Strengthen Physical Activity Options**

WSHCI has developed and value added to many physical activity options within the Shire. Under the WSHCI program the installation of Outdoor Gym Equipment is taking place in Walgett, Lightning Ridge and Collarenebri. This Equipment is already being heavily used in Walgett and has residents enthusiastic with the idea of having access to regular free activity options on a permanent basis.

After consultations with community it was identified there was a need for basketball systems and half courts to be placed in Lightning Ridge and Collarenebri as these options were not previously available due to the only courts in the communities being at school and not accessible by the public. The Lightning Ridge system is in place and is used regularly and feedback from the community is both appreciative and positive. It is envisaged half court 3 on 3 competition will be staged and will be also on the agenda for an On for Young and Old Sports Gala Day in the coming months.

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

Walgett Shire Council Community Strategic Plan 2012 – 2022  
Walgett Shire Council Aboriginal Community Development and Reconciliation Plan 2007 – 2010  
Walgett Shire Youth Development Youth Strategy 2009 – 2014  
Healthy Communities Implementation Plan.

### **Governance issues:**

The Healthy Communities Program has been delivered in accordance with the Funding Agreement and Implementation Plan.

### **Environmental issues:**

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

### **Stakeholders:**

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

### **Financial Implications:**

The Healthy Communities Program is fully funded by the Federal Government.

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

Not applicable.

### **Conclusion:**

The Community Development team have progressed projects and programs this quarter in accordance with the Walgett Shire Council Community Strategic Plan 2012-2022 , Walgett Shire Council Aboriginal Community Development and Reconciliation Plan 2007 – 2010, Walgett Shire Youth Development Youth Strategy 2009 - 2014.

**Manager Community Development Report - January- March 2014**

**Recommendation:**

1. That the quarterly report for January – March 2014 on Community Development be received and noted

**Moved:**

**Seconded:**

**Attachments:**

Nil

## **LOCAL INFRASTRUCTURE RENEWAL PROJECT (LIRS) LOANS**

**REPORTING SECTION:** Finance Department  
**AUTHOR:** Bradley Pascoe  
**FILE NUMBER:** 12/17

### **Summary:**

This report summarises the indicative interest rates received following advertisement with leading financial institutions for provision of fixed rate loan products in respect to Councils current LIRS funding agreements. The three financial institutions and respective offers are detailed in attachment to this report, fully amortised with principal and interest repayments over 10 years totalling a value of \$2,720,000.00 in borrowing.

### **Background:**

Walgett Shire Council has entered into LIRS funding agreement for Baroka Bridges (B66 and B67) which require immediate loan funds are sought to the value of \$1,720,000.00. In addition Council has also submitted an LIRS funding application for Black Bridge Project which will require an additional \$1,000,000.00 in borrowings should the LIRS application be successful.

### **Current Position:**

The below table illustrates the loan interest and repayment details received from the financial institutions concerned:

| <i>Financial Institution</i>   | <i>Loan amount</i> | <i>Indicative interest rate %</i> |
|--------------------------------|--------------------|-----------------------------------|
| National Australia Bank        | \$2,720,000.00     | 5.49%                             |
| Commonwealth Bank of Australia | \$2,720,000.00     | 5.69%                             |
| Westpac                        | \$2,720,000.00     | 6.13%                             |

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

Attached loan offers/schedule where applicable, these are indicative rates only.

### **Governance issues:**

Nil

### **Environmental issues:**

Nil

### **Stakeholders:**

Walgett Shire Council  
 Residents of Walgett Shire Council

**Financial Implications:**

Walgett Shire Council has the capacity to meet the repayments of these loans over 10 years, which is reflected in future budgets and long term financial planning, ensuring Council debt service coverage ratio is maintained between benchmarks of 2-4 (Identified in TCorp financial sustainability review March 2013).

**Alternative Solutions/Options:**

Council needs to enter into a loan agreement for the \$1,720,000.00 as this work has been approved under the LIRS funding and work on the bridges has commenced. Should Council be approved for the recent Black Bridge LIRS funding application the loan agreement will need to be undertaken into the future.

**Conclusion:**

It is recommended that Council view the indicative interest rates listed, with supporting documentation provided, advise of which loan agreement would be acceptable allowing the General Manager to enter into the loan on Council behalf. My recommendation based on the indicative interest rates would be to highly consider the offer from National Bank of Australia at 5.49%, to be confirmed following Council resolution and allow the General Managers discretion in approval should interest rates change.

**ADDITIONAL FINANCIAL ASSISTANCE GRANT FUNDS (FAG)**

**Recommendation:**

1. That Council view the indicative interest rates listed, advise which loan agreement would be acceptable based on information provided, allowing the General Manager discretion in executing the loan/s should interest rates vary into the future.

**Moved:**

**Seconded:**

**Attachments:**

TCorp financial sustainability excerpts



New South Wales  
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## Section 1 Executive Summary

This report provides an independent assessment of Walgett Shire Council's (the Council) financial capacity and its ability to undertake additional borrowings. The analysis is based on a review of the historical performance, current financial position, and long term financial forecasts. It also benchmarks the Council against its peers using key ratios.

The report is primarily focused on the financial capacity of the Council to undertake additional borrowings as part of the Local Infrastructure Renewal Scheme (LIRS).

Council has made two applications totalling \$2.0m, for a timber bridge replacement project, and an airport runway rehabilitation project, for \$1.0m each to be repaid over 10 years.

TCorp's approach has been to:

- Review the most recent three years of Council's consolidated financial results
- Conduct a detailed review of the Council's 10 year financial forecasts. The review of the financial forecasts focused on the particular Council fund that was undertaking the proposed debt commitment. For the Council, both projects are being funded from the General Fund so we focused our review on the General Fund

The Council has been satisfactorily managed over the review period based on the following observations:

- Council recorded operating surpluses in two of the last three years.
- Council's Unrestricted Current Ratio has been above benchmark in two of the past three years indicating Council has sufficient liquidity

There are some concerns though that:

- The percentage of rates and annual charges unpaid and outstanding has increased from 7.9% in 2010 to 12.5% in 2011
- Council's underlying operating results (measured using EBITDA) have declined from \$4.0m in 2009 to \$2.2m in 2011 due in part to the cost of flood events

Council's reported Infrastructure Backlog of \$29.4m in 2011 represents 29.2% of its infrastructure asset value of \$100.6m. Other observations include:

- The required asset renewal benchmarks were not met in 2011 to keep the assets in their current condition, therefore it is likely that the backlog will grow
- Council is highly dependent on Federal and State funding for major capital renewal projects
- The condition of the infrastructure, particularly the roads, is an issue where much community concern has been raised

The key observations from our review of Council's 10 year forecasts for its General Fund are:

- Forecast expenses outstrip revenue, which leads to an increasing deficit each year
- Capital expenditure is weighted towards the first four years of the forecast as expenditure has been outlined in detail in the four year delivery program





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- Council acknowledge that they cannot fully fund the renewal of existing assets without generating substantially increased revenue

In our view, the Council has the capacity to undertake the combined additional borrowings of \$2.0m for the LIRS project. This is based on the following analysis:

- The DSCR remains above the benchmark of 2.00x in the 10 year forecast
- The Interest Cover Ratio is well above the benchmark of 4.00x in the 10 year forecast
- We also believe that based on the 10 year forecasts provided to us, Council has the capacity to undertake up to \$2.7m in 2013 in further borrowings in addition to the LIRS loan and other currently forecast borrowings included in the LTFP

In respect of the Benchmarking analysis TCorp has compared the Council's key ratios with other councils in DLG group 10. The key observations are:

- Council's financial flexibility as indicated by the Operating Ratio is below the group average in 2012
- Council's Own Source Operating Revenue Ratio is around average over the review period
- Council's DSCR and Interest Cover Ratio declined to be below the group average but above the benchmark. In the medium term Council's forecast ratios are expected to remain above the benchmarks
- Council was in a sufficient liquidity position as indicated by its Unrestricted Current Ratio though it is expected to decline in the medium term
- Council's performance in terms of its Building and Infrastructure Asset Renewal Ratio, Capital Expenditure Ratio and Infrastructure Backlog Ratio has declined and are weaker than the benchmarks and weaker than the group averages at 2012. Council's Asset Maintenance Ratio has improved to be in line with the benchmark and above the group average

### 14.3 DIRECTOR PLANNING & REGULATORY SERVICES

#### ***DA 2014/003, CARETAKER'S ACCOMODATION LIGHTNING RIDGE***

**REPORTING SECTION:** Planning and Regulatory Services

**AUTHOR:** Town Planner, Matt Clarkson

**FILE NUMBER:** DA2014/003

---

#### **Summary:**

A Development Application has been received from Michael McCarthy for caretaker's accommodation at the Lightning Ridge Airport. It is recommended that Council approve the application subject to the attached conditions of development consent.

#### **Background:**

Michael McCarthy has lodged an application for a Change of Use from an office / classroom to caretaker's accommodation ancillary to an existing aircraft hangar at Lightning Ridge airport (Lot 4 DP 833122).

A copy of the Development Application Assessment Report has been provided as Attachment A.

#### **Current Position:**

As there is some question as to whether it is in the public interest to have caretaker's accommodation on the proposed site, the application has been referred to Council for determination.

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

- \* Environmental Planning & Assessment Act 1979.
- \* Environmental Planning & Assessment Regulation 2000.
- \* Walgett Local Environmental Plan 2013.
- \* Walgett Development Control Plan 2014.

#### **Governance issues:**

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

- \* to exercise community leadership
- \* to properly manage, develop, protect, restore, enhance and conserve the environment of the area for which it is responsible, in a manner that is consistent with and promotes the principles of ecologically sustainable development
- \* to have regard to the long term and cumulative effects of its decisions
- \* to engage in long-term strategic planning on behalf of the local community

## WALGETT SHIRE COUNCIL AGENDA

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

### **Environmental issues:**

No significant adverse environmental issues known or expected. See attached Development Application Assessment Report for more information.

### **Stakeholders:**

The applicant, public, and Walgett Shire Council.

### **Financial Implications:**

None known or expected.

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

Refuse the application - This option has not been recommended as there appears to be no reasonable basis for refusing the application.

### **Conclusion:**

It is recommended that Council

### **Review of Development Determination 2014/003 – Michael McCarthy**

#### **Recommendation:**

That Walgett Shire Council resolve to:

1. Approve Development Application DA2014/003 by Michael McCarthy for a Change of Use to caretaker's accommodation on Lot 4 DP 833122 subject to the conditions of development consent recommended in the application assessment report.

**Moved:**

**Seconded:**

ATTACHMENT:

A - DEVELOPMENT APPLICATION ASSESSMENT REPORT DA2014/003

WALGETT SHIRE COUNCIL AGENDA

ATTACHMENT A – DEVELOPMENT APPLICATION ASSESSMENT REPORT DA2014/003

**DEVELOPMENT APPLICATION ASSESSMENT REPORT**

**APPLICATION DETAILS**

|                                 |                                                                           |                             |           |
|---------------------------------|---------------------------------------------------------------------------|-----------------------------|-----------|
| <b>Application number</b>       | DA2014/003                                                                | <b>Lodgement date</b>       | 4.2.2014  |
| <b>Application is for</b>       | Change of Use                                                             | <b>Value of development</b> | N/A       |
| <b>Land address</b>             | Fred Reece Way Lightning Ridge                                            | <b>Lot/sec/DP</b>           | 4//833122 |
| <b>Applicant name</b>           | Michael McCarthy                                                          | <b>Ass</b>                  | 12641     |
| <b>Owner name</b>               | Annabelle Kathleen Smith, Annabelle Kathleen Sorokoput & David John Smith |                             |           |
| <b>Land zoning</b>              | SP2 Infrastructure                                                        |                             |           |
| <b>Current use /development</b> | Aircraft hangar & office / classroom                                      |                             |           |
| <b>Assessment report author</b> | Matt Clarkson, Town Planner                                               |                             |           |
| <b>Statutory days</b>           | Deemed refusal after 40days (Cl. 113 EPAR2000)                            |                             |           |

**PROPOSAL**

Change of Use. Office / classroom to caretaker's accommodation ancillary to existing aircraft hangar.

**SUBJECT SITE AND LOCALITY**

An inspection of the site and surrounding area was undertaken on 24 January 2014.

The site has a total area of 502 square metres. It currently contains an aircraft hanger, water tank, and shed with freestanding wooden deck. A 5 metre right of carriageway burdens the western side of the lot.

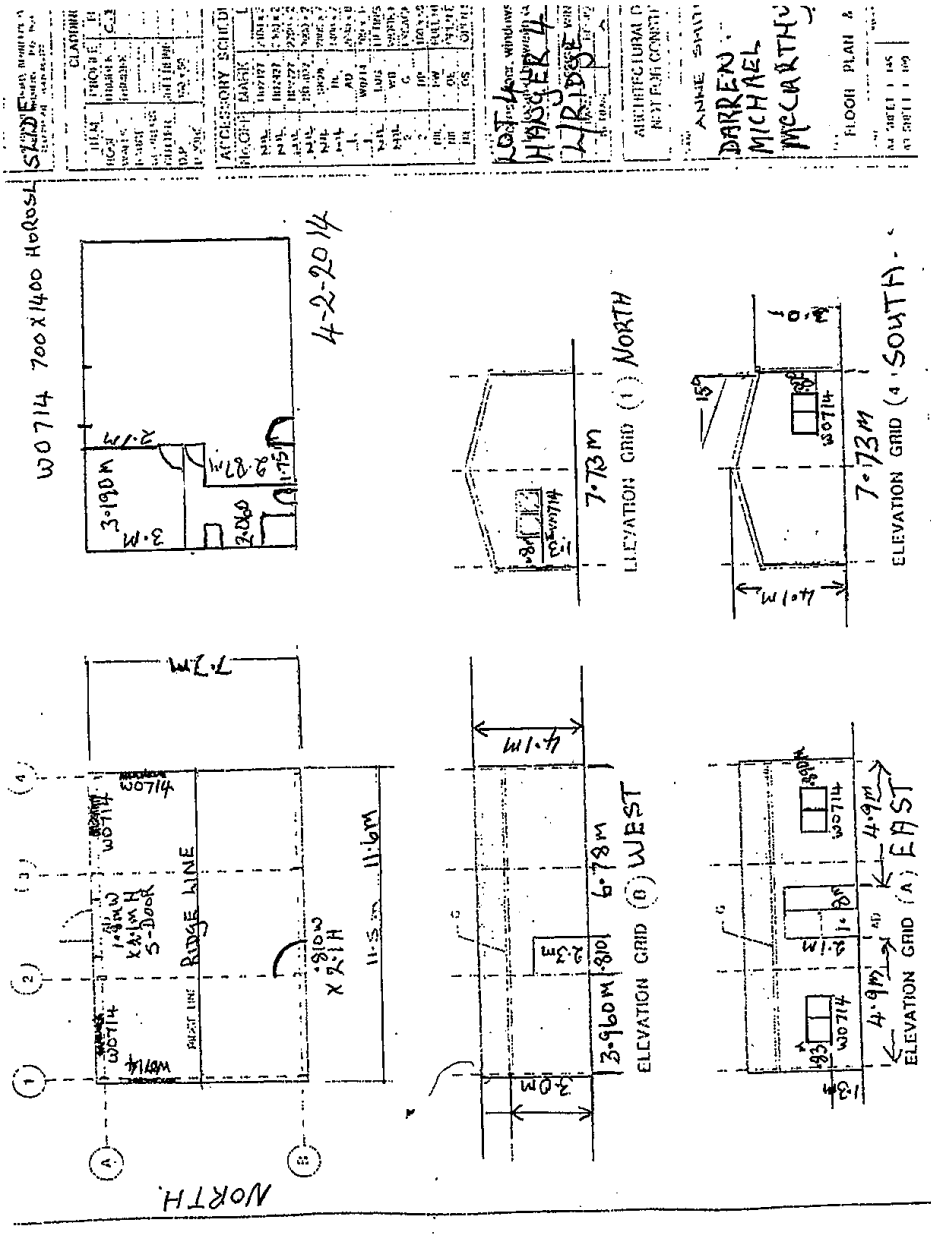
Surrounding land use is dominated by airport infrastructure, with numerous mining camps to the north.

**EXISTING LAND USE**

Based on 2009 LPMA aerial photograph







**WALGETT SHIRE COUNCIL AGENDA**

**DEVELOPMENT APPLICATION AND SITE HISTORY**

**Previous consents:**

DA1996/002. Office / Flying School / Classroom, approved 20.2.1996.

**Previous use/development:**

Aircraft hangar and flying school.

**Previous enforcement action:**

None known.

**REFERRALS**

| REFERRALS                       | RESPONSE                      |
|---------------------------------|-------------------------------|
| Civil Aviation Safety Authority | No objection to Change of Use |

**SECTION 79C EVALUATION**

Consideration of the matters prescribed by section 79C are summarised below.

Where the development does not comply with any of the development controls, the non-compliance is discussed in detail in the "Assessment – Key Issues" section of the report.

**79C(1)(a)(i) the provisions of any environmental planning instrument**

|                                                                | Applicable Clauses                                                                                                                                                             | Compliance                                                                                                                                                                                                                                                                                                                                               |
|----------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>State Environmental Planning Policies (SEPPs)</b>           |                                                                                                                                                                                |                                                                                                                                                                                                                                                                                                                                                          |
| Nil                                                            | Nil                                                                                                                                                                            | N/A                                                                                                                                                                                                                                                                                                                                                      |
| <b>Regional Environmental Planning Policies (deemed SEPPs)</b> |                                                                                                                                                                                |                                                                                                                                                                                                                                                                                                                                                          |
| Nil                                                            | Nil                                                                                                                                                                            | N/A                                                                                                                                                                                                                                                                                                                                                      |
| <b>Local Environmental Plans (LEPs)</b>                        |                                                                                                                                                                                |                                                                                                                                                                                                                                                                                                                                                          |
| Walgett Local Environmental Plan 2013                          | Part 2 Permitted or prohibited development and the land use table for SP2 Infrastructure.                                                                                      | The proposed land use requires development consent.                                                                                                                                                                                                                                                                                                      |
|                                                                | Clause 2.3 (2) The consent authority must have regard to the objectives for development in a zone when determining a development application in respect of land within a zone. | Generally. The proposed Caretaker's accommodation is a related use to the dominant land use, being an aircraft hangar, and does not detract from the provision of this infrastructure. It is unlikely to adversely affect the amenity of development within the zone. In that context it is compliant with the objectives for a SP2 Infrastructure zone. |



**WALGETT SHIRE COUNCIL AGENDA**

**79C(1)(a)(ii) the provisions of any draft environmental planning instrument**

|                                                     | Applicable Clauses | Compliance |
|-----------------------------------------------------|--------------------|------------|
| Draft State Environmental Planning Policies (SEPPs) | Nil                | N/A        |
| Draft Local Environmental Plans (LEPs)              | Nil                | N/A        |

**79C(1)(a)(iii) any development control plan**

|                                       | Applicable Clauses      | Compliance                                                                                                                                       |
|---------------------------------------|-------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------|
| Walgett Development Control Plan 2013 | 4.3.1 Building setbacks | Not specified for SP2 Infrastructure zone.                                                                                                       |
|                                       | 4.3.3 Building height   | Yes. Maximum permitted height is 10 metres, and the structure is shown as 4.1 metres high.                                                       |
|                                       | 4.3.5 Site coverage     | Not specified for SP2 Infrastructure zone. Consideration of site coverage not warranted in this instance as no new structure is proposed.        |
|                                       | 4.3.8 Parking           | No. It is a recommended condition of consent that one carpark be provided within the site boundary (see recommended condition of consent Par10). |

**79C(1)(a)(iv) any matters prescribed by the regulations**

Any matters prescribed by the Environmental Planning and Assessment Regulation 2000.

| Applicable Clauses                                                        | Compliance                                                                                                                                                                                                                                                      |
|---------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 92(1)(b) Demolition                                                       | N/A – No demolition proposed.                                                                                                                                                                                                                                   |
| 93 Fire safety and other considerations                                   | The fire protection measures contained in the building may be inadequate to protect persons using the building and to facilitate their egress from the building, in the event of fire This is effectively dealt with by recommended condition of consent Fir30. |
| 94 Consent authority may require buildings to be upgraded                 | N/A - No rebuilding, alteration, enlargement or extension of an existing building proposed.                                                                                                                                                                     |
| 94A Fire safety and other considerations applying to temporary structures | N/A – No temporary structure proposed.                                                                                                                                                                                                                          |
| 95 Deferred commencement consent                                          | N/A – Not proposed or required.                                                                                                                                                                                                                                 |
| 97A Fulfilment of BASIX commitments                                       | Certificate No. 533632S supplied.                                                                                                                                                                                                                               |

**79C(1)(b) the likely impacts of that development**

|                              |                                                                                                                                                                    |
|------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Likely impacts               | Acceptable impact or steps taken to mitigate impact discussed in the "Assessment – Key Issues" section of the report                                               |
| Caretaker's accommodation    | See 'key issues' section.                                                                                                                                          |
| On-site wastewater treatment | It is a recommended condition of consent that the on-site wastewater treatment system comply with AS/NZS 1546 & 1547 (see recommended condition of consent Wsw10). |

**79C(1)(c) the suitability of the site for the development**

|                                                       |                                                                                                                                             |
|-------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------|
|                                                       | Summary of site suitability issues                                                                                                          |
| Does the development fit into the locality            | Generally. Dominant land use in the vicinity is airport infrastructure, and some caretaker accommodation exists in the immediate surrounds. |
| Are the site attributes conducive for the development | No significant attributes are known which would make the site unsuitable for the development.                                               |

**79C(1)(d) any submissions made in accordance with this Act or the Regulations**

Proposal is only local development therefore there is no formal opportunity for submissions under the Act or Regulations.

**79C(1)(e) the public interest**

|                                              |                                    |
|----------------------------------------------|------------------------------------|
|                                              | Summary of any detrimental impacts |
| Federal, state or local government interests | None known or expected.            |
| Community interests                          | None known or expected.            |

**PUBLIC PARTICIPATION**

Public notification was undertaken via letters dated 4 February 2014 to:

- The Lightning Ridge Working Party.
- The Lightning Ridge Precinct Committee.
- Airservices Australia.
- The Civil Aviation Safety Authority.
- Walgett Shire Council General Manager.
- 14 nearby land owners.

As of 3 March 2014 two responses have been received regarding the Development Application, however neither raised any objections.

**ASSESSMENT – KEY ISSUES**

**Caretaker's accommodation**

Dwellings are not a permitted use in the SP2 Infrastructure zone under the Land Use Table of the Walgett Local Environmental Plan 2013 (LEP). In this instance, it is reasonable to suggest that the proposed caretaker's accommodation is ancillary to the dominant land use of airport infrastructure, therefore permitted with consent under the provisions of the LEP.

**WALGETT SHIRE COUNCIL AGENDA**

To ensure that the site is not used predominately for a use that is prohibited under the LEP, such as a dwelling, it is recommended that conditions of development consent Gen11 and Gen 12 are included in the Notice of Development Application determination.

As there is already some caretaker's accommodation at the airport, there is some question as to whether it is in the public interest and thus warranted to provide further facilities. In this context, the application is referred to Council for determination.

**Conclusion**

No significant adverse impacts are known or expected on the natural, social or economic environment as a result of the proposed development. In that context it would be appropriate to approve the Development Application subject to the attached recommended conditions of development consent.

**RECOMMENDATION**

Approval

 Town Planner Date 25.3.2014

**INTERNAL REFERRALS**

Summary of responses from Council staff referrals, where applicable.

**SENIOR HEALTH AND BUILDING SURVEYOR**

Comments \_\_\_\_\_  
\_\_\_\_\_

Recommendation Approval

Signature  Date 28/3/2014

**ACTING DIRECTOR URBAN INFRASTRUCTURE**

Comments \_\_\_\_\_  
\_\_\_\_\_

Recommendation Approved

Signature  Date 28/3/14

**REFERRAL**

This application is referred to Walgett Shire Council for determination as consideration regarding the public interest in this instance relates to infrastructure policy. It is recommended that Council:

- Approve the development subject to the attached conditions of development consent.

 Director Planning & Regulatory Services Date 27.3.2014

**ATTACHMENT – RECOMMENDED DEVELOPMENT CONSENT CONDITIONS**

**CONDITIONS IMPOSED BY COUNCIL**

The following development consent conditions are imposed by Council as the consent authority.

**CONDITIONS THAT ARE ONGOING REQUIREMENTS**

**GENERAL**

**Gen 10**

The development shall be implemented in accordance with:

- (a) All documentation and correspondence submitted by the applicant, or their agents, in support of the Development Application,
- (b) the details set out on the plans approved and stamped by authorised officers of Council,

except as amended by the conditions of this development consent.

*Reason: To ensure that the development proceeds in the manner proposed by the applicant and approved by Council.*

**Gen 11**

Use of the aircraft hangar on Lot 4 DP 833122 is restricted to aircraft infrastructure and related uses.

*Reason: To prevent development that is not compatible with, or that may detract from the provision of infrastructure.*

**Gen 12**

Any residential occupation of the caretaker's accommodation must cease if the dominant land use ceases to be an aircraft hangar.

*Reason: To ensure that there is no residential occupation unless it is related to the provision of infrastructure.*

**ACCESS**

**Acc 11**

All loading and unloading activities relating to the use of the premises are to be carried out wholly within the site.

*Reason: To ensure the amenity of the area is maintained and minimise the potential for interference with traffic flow on public streets.*

**Acc 13**

All boundary gates must not swing over Council property or public roads.

*Reason: Gates which swing over public land may interfere with pedestrian and vehicle traffic.*

**Plu 12**

Roof water is to be disposed in a manner the does not cause a nuisance for neighbouring properties, by one of the following methods:

- (a) onto a hardened surface and directed away from the building.
- (b) 3.0 metres clear of any building to a rubble pit.

*Reason: To alleviate any potential stormwater problems with respect to the buildings on the allotment or adjoining allotments.*

**PARKING & TRAFFIC**

**Par 10**

A minimum of one car park must be maintained within the lot boundaries.

*Reason: To ensure that a car park space is maintained at a level appropriate for the nature and scale of the development.*

**WASTEWATER TREATMENT**

**Wsw 10**

The on-site wastewater treatment system must comply with:

- AS/NZS 1546 On-site domestic wastewater treatment units, and
- AS/NZS 1547. On-site domestic wastewater management.

*Reason: To ensure that the on-site wastewater treatment system is of an appropriate standard.*

**FIRE SAFETY**

**Fir 30**

The building or home must be equipped with working smoke alarms that are located, on or near the ceiling in between each part of the dwelling containing bedrooms and the remainder of the dwelling including where bedrooms are served by a hallway, in that hallway and any other storey not containing bedrooms.. Where there is more than one alarm be interconnected and be connected to the consumer mains power where consumer power is supplied to the building.

*Reason: To ensure the fire protection and structural capacity of the building is inappropriate for the building's proposed use.*

**ADVISORY NOTES – General**

**PLUMBING, STORMWATER AND SEWER DRAINAGE WORKS**

Section 68 of the Local Government Act 1993 requires that any plumbing, stormwater or sewer drainage works require prior approval from Council via an Activity Application.

**COVENANTS**

It is possible that a covenant may affect the land, which is subject to this consent. The granting of this consent does not necessarily override any covenant. You should seek legal advice regarding the effect of any covenants that may affect the land.

**OPAL MINING DISTURBANCE**

Opal mining and prospecting operations may have been previously carried out on, or below, the land, which is the subject of this consent, or on adjoining lands. There are no official records of the extent of opal mining workings within the Lightning Ridge area. The developer should make their own enquiries to determine whether the land being developed might be adversely affected by such activities, prior to proceeding with the development.

**COUNCILSERVICES**

Council's Acting Director of Urban Infrastructure, Prafulla Bahadur, has advised that there are no plans to provide water or sewer to the site. Service provision will remain the responsibility of the owner.

**DIAL BEFORE YOU DIG**

Underground infrastructure may exist in the area that is subject to your application. In the interests of health and safety and in order to protect damage to third party assets please contact Dial before you dig at [www.1100.com.au](http://www.1100.com.au) or telephone on 1100 before excavating or erecting structures.

END.

## **DEVELOPMENT AND COMPLYING DEVELOPMENT CERTIFICATE APPLICATIONS**

**REPORTING SECTION:** Planning and Regulatory Services

**AUTHOR:** Matt Clarkson, Town Planner

**FILE NUMBER:** 09/1367-03

---

### **Summary:**

This report provides a summary of the Development and Complying Development Certificate applications recently processed by Council staff under delegated authority.

### **Background:**

Most Development Applications (DA) lodged with Walgett Shire Council are assessed by Council's Town Planner and/or Director of Planning & Regulatory Services. If appropriate, they are then approved by the Director or General Manager under delegated authority. Only applications recommended for refusal, or where objections have been received from the public, are referred to Council for determination.

Complying Development Certificate (CDC) applications which are compliant with relevant building and development standards, are assessed and approved by Council's Senior Health and Building Surveyor, Andrew Wilson, who is a NSW Building Professionals Board Accredited Certifier.

### **Current position:**

The table following this report provides details of Development Applications (DA) and Complying Development Certificate (CDC) applications recently dealt with under delegated authority by Council staff. Document type 20 represents Development Applications, while document type 24 represents Complying Development Certificates.

### **Relevant Reference Documents:**

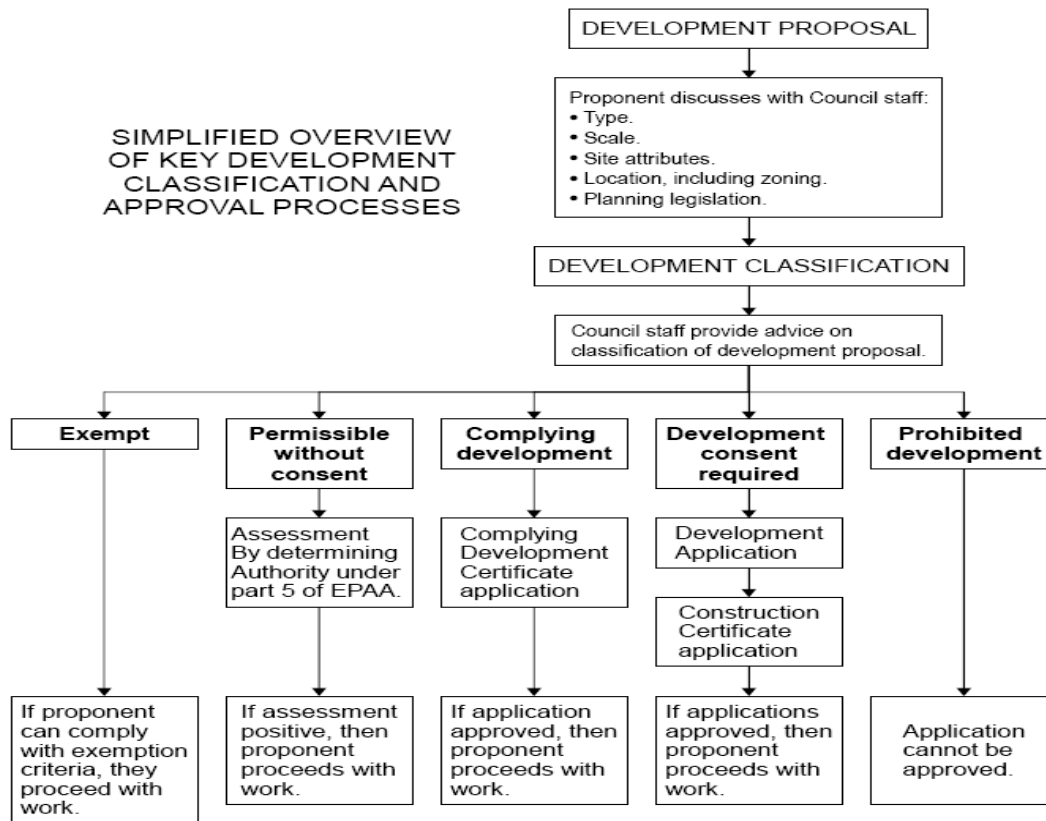
- \* Respective DA and CDC files.
- \* Environmental Planning & Assessment Act 1979.
- \* Environmental Planning and Assessment Regulation 2000.
- \* State Environmental Planning Policy (Exempt and Complying Development Codes) 2008.

### **Governance issues:**

**DAs:** DAs are assessed under against a series of "matters for consideration" specified under section 79C of the Environmental Planning and Assessment Act 1979 and any relevant statutory requirements (such as regulations, Walgett Local Environmental Plan, and State Environmental Planning Policies). Section 80A of the Act provides that Council may impose conditions of development consent. It is appropriate and normal practice to impose conditions that are related to the nature and scale of the development, as well as the environment in which it will occur.

**CDCs:** Standards for complying development are defined by the relevant State Environmental Planning Policy (SEPP). Sub-section 85A(7) of the Environmental Planning and Assessment Act 1979 provides that Council cannot refuse a CDC application which complies with the relevant development standards and regulatory requirements (eg plans and specifications demonstrate compliance with the Building Code of Australia). Conditions that apply to a CDC are specified by the SEPP under which the application is approved.

A simplified overview of development classification and approval processes is provided in the diagram below.



**Environmental issues:**

**DA**s: A Statement of Environmental Effects is required to be lodged with a DA that contains environmental information appropriate for the nature and scale of the development, as well as the setting in which it is proposed to occur. Under statutory requirements, some developments of a large scale and/or proposed for a sensitive area may require significant additional supporting environmental information.

**CDC**s: Complying development is restricted to certain types of land use, particular zones and may be excluded from environmentally sensitive areas, bush fire prone land, etc.

**Stakeholders:**

Public, applicants, Council, Department of Planning & Infrastructure.



**Financial implications:**

Part of the costs incurred assessing and inspecting respective developments is recovered from application and inspection fees.

**Alternative solutions/options:**

Nil.

**Conclusion:**

It is recommended that Council note the current level of development activity within the Shire.

**Development & Complying Development Certificate Applications**

**Recommendation:**

1. That Council note the report on Development and Complying Development Certificate applications dealt with by Council staff under delegated authority for February and March 2014.

**Moved:**

**Seconded:**

**Attachments**

A - DAs & CDCs approved February and March 2014

WALGETT SHIRE COUNCIL AGENDA

AUTHORITY

Determined Applications



ATTACHMENT A - DAS & CDCs APPROVED FEBRUARY AND MARCH 2014

|            |             |                                                                               |                                                                               |         |
|------------|-------------|-------------------------------------------------------------------------------|-------------------------------------------------------------------------------|---------|
| 04/02/2014 | Parameters: | Date Range: Y<br>Start Date: 1/02/2014<br>End Date: 31/03/2014<br>As At Date: | Document Type: 20<br>Officer: ALL<br>Number of Days: 0<br>Stop The Clock: Yes | Page: 1 |
|------------|-------------|-------------------------------------------------------------------------------|-------------------------------------------------------------------------------|---------|

| Document                 | Applicant Name / Address                                       | Development Type<br>Property Address<br>Title Owner                                                                                      | Determination               | Determined | Received   |
|--------------------------|----------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|------------|------------|
| <b>Document Type: 20</b> |                                                                |                                                                                                                                          |                             |            |            |
|                          | <i>Stop the Clock</i>                                          | <i>Total Elapsed Calendar Days: 86<br/>Calendar Stop Days: 65<br/>Adjusted Calendar Days: 21</i>                                         |                             |            |            |
| 020/2004/00000034/002    | Mr J Hale<br>L11 28 Freshwater Place<br>SOUTH BANK VIC 3006    | 150 Class 10b - Fence/Antenna/Other<br>**** UNKNOWN ****<br>LOT: 1 DP: 1009636<br>AWB Grain Centres Pty Ltd                              | Approved by Council         | 11/02/2014 | 18/11/2013 |
| -----                    |                                                                |                                                                                                                                          |                             |            |            |
|                          | <i>Stop the Clock</i>                                          | <i>Total Elapsed Calendar Days: 21<br/>Calendar Stop Days: 2<br/>Adjusted Calendar Days: 19</i>                                          |                             |            |            |
| 020/2014/00000001/001    | Mr J Di Pietrantonio<br>PO Box 462<br>LIGHTNING RIDGE NSW 2834 | 152 Class 10b - Swimming Pool<br>24 Morilla ST LIGHTNING RIDGE<br>LOT: 3 SEC: 15 DP: 758612<br>Lightning Ridge District Bowling Club Ltd | Approved - Staff Delegation | 12/02/2014 | 23/01/2014 |
| -----                    |                                                                |                                                                                                                                          |                             |            |            |
|                          | <i>Stop the Clock</i>                                          | <i>Total Elapsed Calendar Days: 14<br/>Calendar Stop Days: 0<br/>Adjusted Calendar Days: 14</i>                                          |                             |            |            |
| 020/2014/00000004/001    | Ms S Cruse<br>PO Box 698<br>CURRUMBIN QLD 4223                 | 151 Class 10b - Fence<br>40 Nobby RD LIGHTNING RIDGE<br>LOT: 11 DP: 263351<br>Opal Enterprises Pty Ltd                                   | Approved - Staff Delegation | 20/02/2014 | 07/02/2014 |
| -----                    |                                                                |                                                                                                                                          |                             |            |            |
|                          | <i>Stop the Clock</i>                                          | <i>Total Elapsed Calendar Days: 13<br/>Calendar Stop Days: 0<br/>Adjusted Calendar Days: 13</i>                                          |                             |            |            |

AUTHORITY

WALGETT SHIRE COUNCIL AGENDA

AUTHORITY

Determined Applications



|            |             |                       |                     |        |
|------------|-------------|-----------------------|---------------------|--------|
| 04/02/2014 | Parameters: | Date Range: Y         | Document Type: 20   | Page:2 |
|            |             | Start Date: 1/02/2014 | Officer: ALL        |        |
|            |             | End Date: 31/03/2014  | Number of Days: 0   |        |
|            |             | As At Date:           | Stop The Clock: Yes |        |

| Document                                              | Applicant Name / Address                                        | Development Type<br>Property Address<br>Title Owner                                                                  | Determination               | Determined | Received   |
|-------------------------------------------------------|-----------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------|-----------------------------|------------|------------|
| <b>Document Type: 20</b>                              |                                                                 |                                                                                                                      |                             |            |            |
| 020/2014/00000005/001                                 | Mrs V Adhikari<br>9 Warrunga Place<br>RIVERVIEW NSW 2066        | 70 Class 6 - Shop<br>34 Fox ST WALGETT<br>LOT: 1 DP: 778763<br>Mesdames S Parekh & V Adhikari                        | Approved by Council         | 04/03/2014 | 20/02/2014 |
| <i>There are Multiple Parcels on this application</i> |                                                                 |                                                                                                                      |                             |            |            |
| <i>Stop the Clock</i>                                 |                                                                 |                                                                                                                      |                             |            |            |
| <i>Total Elapsed Calendar Days: 23</i>                |                                                                 |                                                                                                                      |                             |            |            |
| <i>Calendar Stop Days: 0</i>                          |                                                                 |                                                                                                                      |                             |            |            |
| <i>Adjusted Calendar Days: 23</i>                     |                                                                 |                                                                                                                      |                             |            |            |
| 020/2014/00000006/001                                 | Mr M Taylor<br>Lot 30 Opal street<br>LIGHTNING RIDGE N.S.W 2834 | 140 Class 10a -<br>Garage/Carport/Shed/Verandah<br>37 Opal ST LIGHTNING RIDGE<br>LOT: 30 DP: 752756<br>Mr M L Taylor | Approved by Council         | 25/03/2014 | 03/03/2014 |
| <i>Stop the Clock</i>                                 |                                                                 |                                                                                                                      |                             |            |            |
| <i>Total Elapsed Calendar Days: 6</i>                 |                                                                 |                                                                                                                      |                             |            |            |
| <i>Calendar Stop Days: 0</i>                          |                                                                 |                                                                                                                      |                             |            |            |
| <i>Adjusted Calendar Days: 6</i>                      |                                                                 |                                                                                                                      |                             |            |            |
| 020/2014/00000008/001                                 | Mr K V Hall<br>P.O. Box 958<br>LIGHTNING RIDGE<br>NSW 2834      | 151 Class 10b - Fence<br>5 Harlequin ST LIGHTNING RIDGE<br>LOT: 18 SEC: 16 DP: 758612<br>Mr K V Hall                 | Approved - Staff Delegation | 11/03/2014 | 06/03/2014 |
| <i>Stop the Clock</i>                                 |                                                                 |                                                                                                                      |                             |            |            |
| <i>Total Elapsed Calendar Days: 9</i>                 |                                                                 |                                                                                                                      |                             |            |            |
| <i>Calendar Stop Days: 0</i>                          |                                                                 |                                                                                                                      |                             |            |            |
| <i>Adjusted Calendar Days: 9</i>                      |                                                                 |                                                                                                                      |                             |            |            |
| 020/2014/00000009/001                                 | Mrs T E Loeve<br>PO Box 412<br>WALGETT NSW 2832                 | 10 Class 1a -Single Dwelling/Dual<br>Occupancy<br>33 Euroka ST WALGETT<br>LOT: 25 DP: 230360<br>Mrs T E Loeve        | Approved - Staff Delegation | 27/03/2014 | 19/03/2014 |

AUTHORITY

WALGETT SHIRE COUNCIL AGENDA

AUTHORITY

Determined Applications



|            |             |                                                                               |                                                                               |        |
|------------|-------------|-------------------------------------------------------------------------------|-------------------------------------------------------------------------------|--------|
| 04/02/2014 | Parameters: | Date Range: Y<br>Start Date: 1/02/2014<br>End Date: 31/03/2014<br>As At Date: | Document Type: 20<br>Officer: ALL<br>Number of Days: 0<br>Stop The Clock: Yes | Page:3 |
|------------|-------------|-------------------------------------------------------------------------------|-------------------------------------------------------------------------------|--------|

| Document | Applicant Name / Address | Development Type<br>Property Address<br>Title Owner | Determination | Determined | Received |
|----------|--------------------------|-----------------------------------------------------|---------------|------------|----------|
|----------|--------------------------|-----------------------------------------------------|---------------|------------|----------|

|                           |  |                                       |  |                                      |  |
|---------------------------|--|---------------------------------------|--|--------------------------------------|--|
| <b>Document Type: 20</b>  |  |                                       |  |                                      |  |
| Officer: Mr M Clarkson    |  | Average Elapsed Calendar Days: 15.00  |  | Total Elapsed Calendar Days: 172.00  |  |
| Number of Applications: 7 |  | Average Calendar Stop Days: 9.57      |  | Total Calendar Stop Days: 67.00      |  |
|                           |  | Average Adjusted Calendar Days: 15.00 |  | Total Adjusted Calendar Days: 105.00 |  |

|                       |                                                      |                                                                                                              |                             |            |            |
|-----------------------|------------------------------------------------------|--------------------------------------------------------------------------------------------------------------|-----------------------------|------------|------------|
| <i>Stop the Clock</i> |                                                      | <i>Total Elapsed Calendar Days: 21</i>                                                                       |                             |            |            |
|                       |                                                      | <i>Calendar Stop Days: 17</i>                                                                                |                             |            |            |
|                       |                                                      | <i>Adjusted Calendar Days: 4</i>                                                                             |                             |            |            |
| 020/2014/00000007/001 | Mr A Wheeler + Sons<br>PO Box 7150<br>NEWSC NSW 2348 | 10 Class 1a -Single Dwelling/Dual<br>Occupancy<br>**** UNKNOWN ****<br>LOT: 19 DP: 754201<br>Zandaro Pty Ltd | Approved - Staff Delegation | 25/03/2014 | 05/03/2014 |

|                           |  |                                      |  |                                    |  |
|---------------------------|--|--------------------------------------|--|------------------------------------|--|
| Officer: Mr M P Goodwin   |  | Average Elapsed Calendar Days: 4.00  |  | Total Elapsed Calendar Days: 21.00 |  |
| Number of Applications: 1 |  | Average Calendar Stop Days: 17.00    |  | Total Calendar Stop Days: 17.00    |  |
|                           |  | Average Adjusted Calendar Days: 4.00 |  | Total Adjusted Calendar Days: 4.00 |  |

|                                         |  |                                       |  |                                      |  |
|-----------------------------------------|--|---------------------------------------|--|--------------------------------------|--|
| <u>Report Totals &amp; Averages</u>     |  | Average Elapsed Calendar Days: 24.13  |  | Total Elapsed Calendar Days: 193.00  |  |
| <u>Total Number of Applications : 8</u> |  | Average Calendar Stop Days: 10.50     |  | Total Calendar Stop Days: 84.00      |  |
|                                         |  | Average Adjusted Calendar Days: 13.63 |  | Total Adjusted Calendar Days: 109.00 |  |

AUTHORITY

## **MINERAL CLAIM BUFFER ZONES ON ROADS**

**REPORTING SECTION:** Planning and Regulatory Services  
**AUTHOR:** James Abel – Geographic Information Systems Coordinator  
**FILE NUMBER:** 14/96/0005

### **Summary:**

NSW Mineral Resources has sought further information from Council regarding buffer zones for Mineral Claims on public roads within the Walgett Shire. It is recommended that Council respond by specifying the buffers being sought with regard for the type of road and the nature of the road corridor involved.

### **Background:**

Prior to 5<sup>th</sup> July 2013, clause 17 of the Interim Development Order Shire of Walgett 1968 (IDO) prohibited opal mines in:

- “1 Non urban (a)” zones from being located within 20 metres of the centreline of a public road.
- “1 Non urban (b)” zones from being located within 150 metres of the centreline of the Castlereagh Highway and certain Regional Roads.

From the commencement of the Walgett Local Environmental Plan 2013 on 5<sup>th</sup> July 2013, the buffer zone provisions of the IDO became redundant.

NSW Roads and Maritime Services made a submission during the public exhibition of the draft Walgett LEP to the effect that public road corridors should be zoned SP2 Infrastructure and land uses, such as opal mining, be prohibited within the zone. This issue was considered by Walgett Shire Council at a meeting held on 8 November 2012. Given that significant parts of various State Highways, Regional Roads and Shire Roads are not located within a road corridor delineated by cadastral boundaries, it was not possible to zone all of the relevant areas as SP2 Infrastructure.

The extent of the buffer zone being sought was amended at a meeting held on 24<sup>th</sup> September 2013 where Walgett Shire Council resolved to write to the Mineral Resources unit of NSW Industry and Investment requesting that Mineral Claims within the Walgett Shire not be granted;

- Within 50 metres of the centreline of the Castlereagh Highway or the road corridor, whichever is greater.
- Within 20 metres of the centreline of any other public road (Regional Road or Shire Road) or the road corridor, whichever is greater.

A letter dated 18<sup>th</sup> October 2013 was sent by the General Manager to Industry and Investment with above request (see Attachment A).

In response to this letter, Council’s GIS Coordinator, James Abel, was contacted by telephone by Kathleen Lee, Land Information Officer – Mineral Resources, Titles Section, Trade and

Investment NSW on 11 February 2014, requesting clarification of which roads required a buffer and what buffer widths needed to be applied to each road.

**Current position:**

Council's GIS Coordinator has reviewed Council's rural road network and has found that there are currently 17 Council maintained roads within the Walgett Shire that are entirely, or partially, located over potentially opal bearing Cretaceous ridges (see Attachment B). Not all of them are located within the current SP1 Special Activities 1 – Mining zone, under the Walgett Local Environment Plan 2013 (LEP). Nevertheless it is suggested that a buffer should be applied to all sections of road where there is a possibility that prospecting or mining for opal could take place in the future.

Implementation of the recommended buffers will inevitably sterilise some potential opal bearing ground from future opal prospecting. However the area proposed for exclusion is minimal and it is perceived to be in the public interest for Council to ensure such areas are protected.

Relevant roads were identified as being located on potentially opal bearing ridges by reviewing aerial and satellite imagery supplied by NSW Land & Property Information, overlaid with radiometric potassium data supplied by NSW Mineral Resources.

For some roads it was a relatively simple process to apply a buffer consistent with Council's letter dated 18 October 2013. However, for other roads one or more of the following complexities arose:

- The current Digital Cadastral Database (DCDB) road corridor does not align with the physical position of the road,
- Variable road corridor width, and,
- Part road corridor closures.

As a result, the most appropriate buffer has been applied to each road. Attachment C provides a table recommending a buffer for each road that has regard for Council's resolution on 24 September 2013 and any complexities identified. Where possible, a consistent buffer width is recommended for the entire length of the road, or section of road requiring a buffer.

All of the applied buffers, with the exception of 2, satisfy the previously endorsed criteria of being either 20m wide, 50m wide or using an existing road corridor. The following buffers required refinement;

1. SR84 Fred Reece Way (Attachment D) and
2. SR98 Lorne Road (Attachment E).

In addition to the buffer extents documented in the table in Attachment C, all road buffers are also currently recorded and stored spatially as Mapinfo tab files within Council's Geographic Information System.

**Relevant Reference Documents:**

- Business paper & minutes for 8 November 2012 Council meeting
- Business paper & minutes for 24 September 2013 Council meeting
- Walgett Local Environmental Plan 2013
- Interim Development Order Shire of Walgett 1968

**Governance issues:**

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

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

**Environmental issues:**

- None

**Stakeholders:**

The public, Walgett Shire Council, Department of Mineral Resources, Crown Lands, Lightning Ridge Miners Association (LRMA), Glengarry Grawin Sheepyards Miners Association (GGSMA), opal prospectors, Western Lands Lease holders.

**Financial implications:**

None

**Alternative solutions/options:**

1. Withdraw the request to have road buffers applied to effected roads and permit the granting of mineral claims so that all potential opal bearing ground can be prospected and mined in the vicinity of these roads. This has not been recommended because it would make public roads vulnerable to damage or disturbance as a result of opal mining and prospecting operations.
2. All buffers could be applied literally as per Council's resolution on 24<sup>th</sup> September 2013, including widening the buffer along SR84 Fred Reece Way and SR98 Lorne Road. This has not been recommended because this would sterilise some land that does not contain any road or walkway infrastructure. The additional area also includes existing mining camps and Mineral Claims.

**Conclusion:**

Whilst the application of Mineral Claim Exemption buffers may affect several opal prospectors who are currently working, or intend to work in close proximity to these roads in the future, it is unlikely that it will have any significant impact on the broader opal mining industry. It is in the public interest that roads and associated infrastructure and assets within the defined buffers be protected.

**Mineral Claim Buffer Zones on Roads**

**Recommendation:**

It is recommended that Walgett Shire Council resolve to:

1. Adopt amended exclusion buffers for opal mining and prospecting over public roads within the Walgett Shire as detailed in Attachment C.
2. Request that NSW Mineral Resources apply the amended exclusion buffers for opal mining and prospecting over public roads within the Walgett Shire as detailed in Attachment C and shown in mapping data prepared by Council's GIS Coordinator.

**Moved:**

**Seconded:**

**Attachments**

- A – Letter dated 18<sup>th</sup> October 2013 sent by the General Manager to Industry and Investment
- B – Map showing location of roads passing through potential opal bearing ground
- C – Table of roads passing through potential opal bearing ground
- D – Map showing extent of buffer on SR84 Fred Reece Way
- E – Map showing extent of buffer on SR98 Lorne Road



WALGETT SHIRE COUNCIL AGENDA

ATTACHMENT A – LETTER DATED 18-10-2013 TO INDUSTRY AND INVESTMENT

MG, DR; 09/1436-02/0037

Matthew Goodwin

18 October 2013

Rodney George  
A/Manager Mineral Titles & Lightning Ridge  
Division of Resources & Energy  
NSW Industry & Investment  
P.O. Box 344  
HUNTER REGION MAIL CENTRE NSW 2310

Dear Sir,

**RE. COUNCIL POLICY REGARDING BUFFER ZONES ON ROADS**

At a meeting held on 24 September 2013 Walgett Shire Council resolved to write to your agency and request that Mineral Claims within the Walgett Shire are not granted:

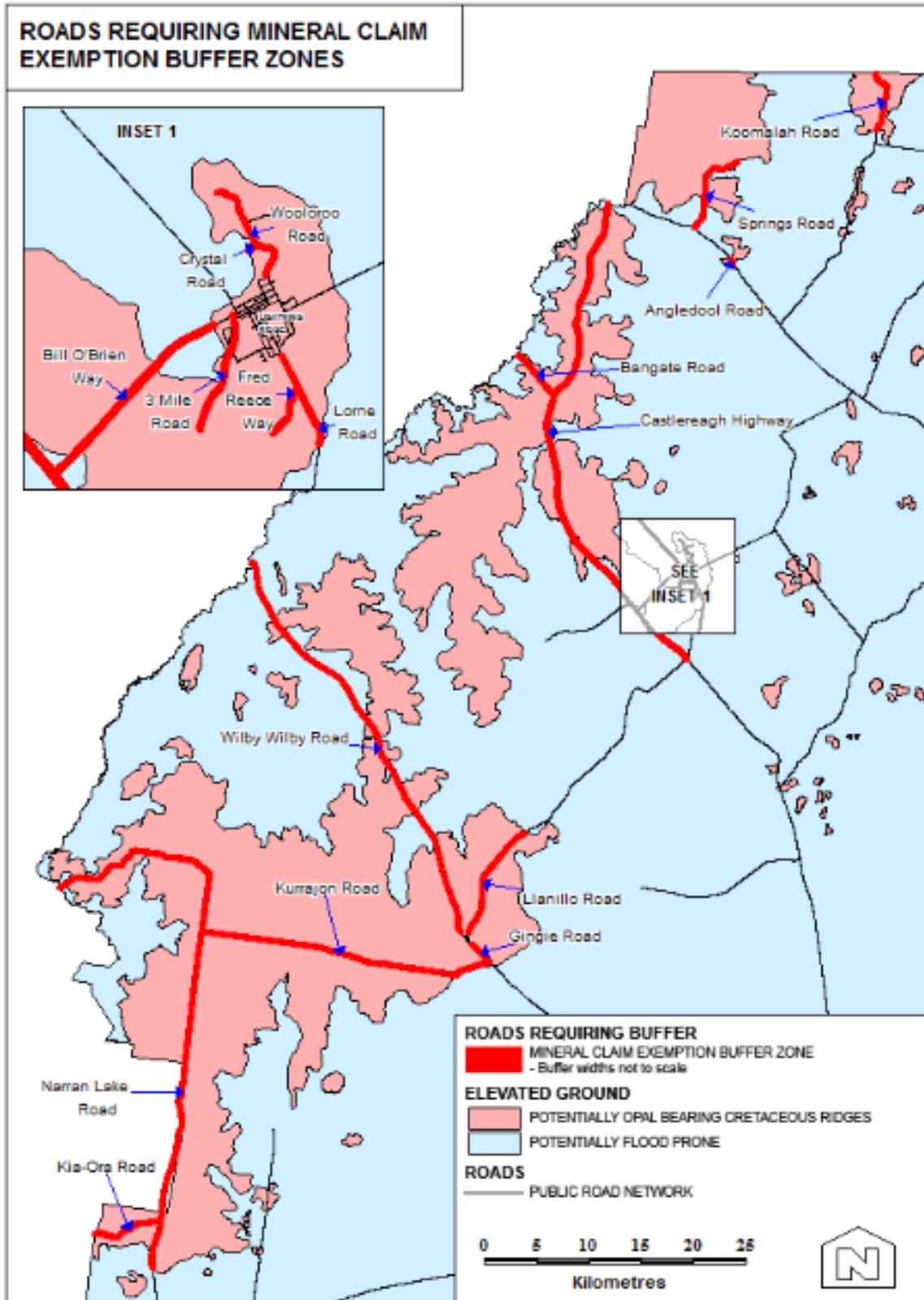
- Within 50 metres of the centreline of the Castlereagh Highway or the road corridor, whichever is the greater.
- Within 20 metres of the centreline of any other public road (Regional Road or Shire Road) or the road corridor, whichever is the greater.

Please contact Council's Director of Planning and Regulatory Services, Matthew Goodwin, if you require any additional information.

Yours faithfully,

Don Ramsland  
General Manager

ATTACHMENT B – MAP SHOWING LOCATION OF ROADS PASSING THROUGH POTENTIAL OPAL BEARING GROUND

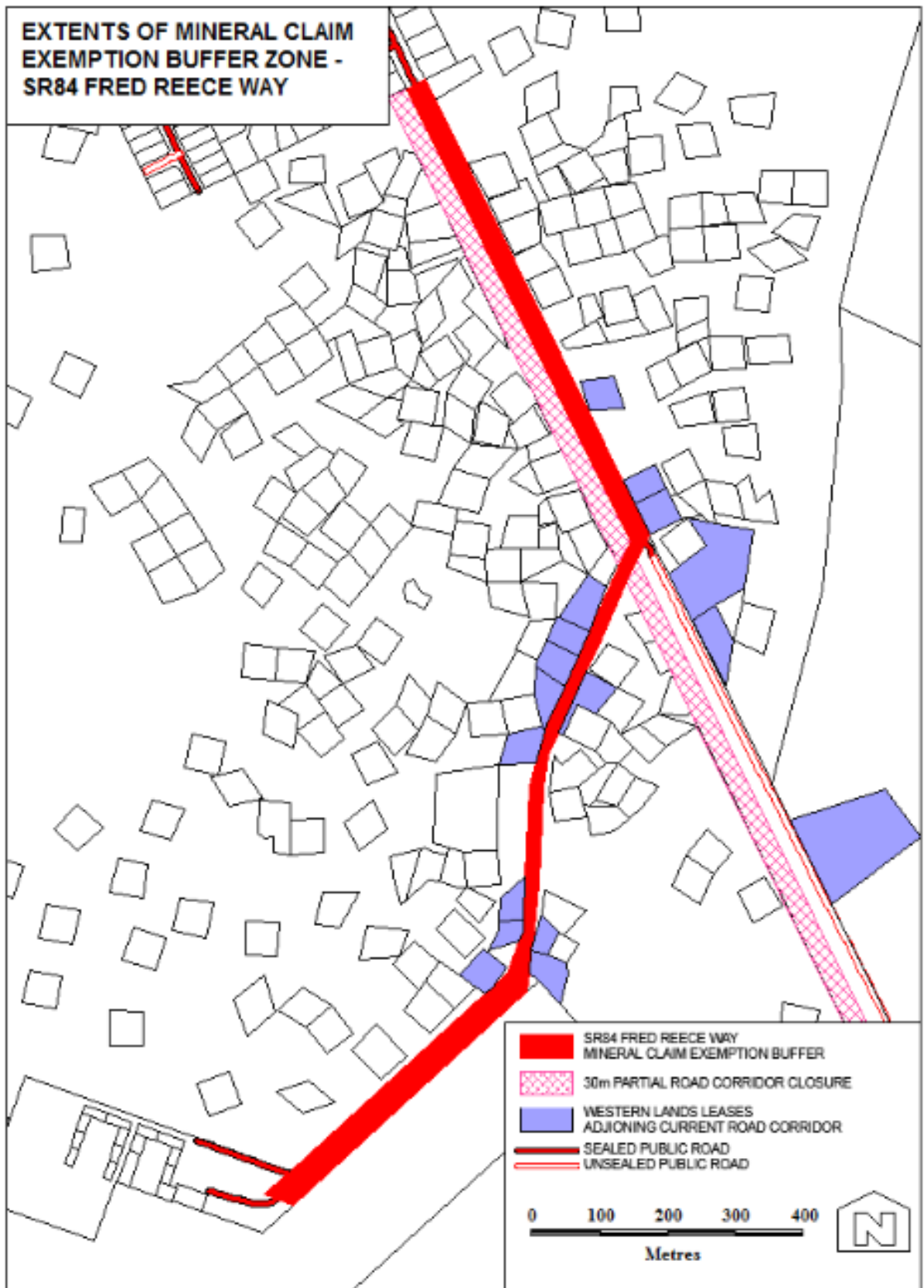


WALGETT SHIRE COUNCIL AGENDA

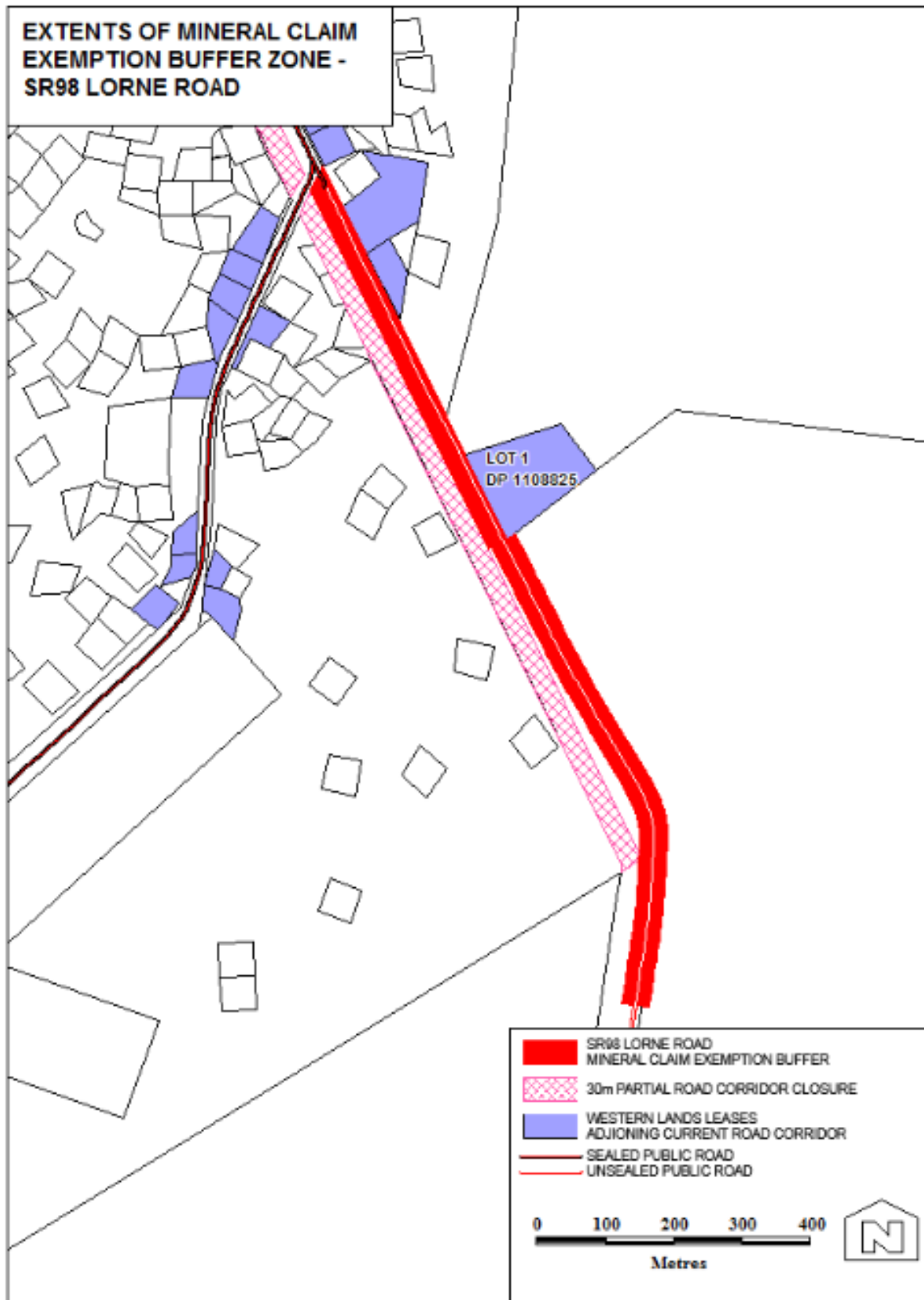
ATTACHMENT C – TABLE OF ROADS PASSING THROUGH POTENTIAL OPAL BEARING GROUND DETAILING BUFFER EXTENT, WIDTH AND REASON.

| ROAD                     | PROPOSED BUFFER EXTENT, WIDTH AND REASON                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|--------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| SH18 Castlereagh Highway | 30 m buffer applied from intersection with RR402 Llanillo Road north to Shire boundary. Buffer applied due to inconsistent alignment of road with current DCDB road corridor and variable width of existing road corridor.                                                                                                                                                                                                                                                                                                                                                          |
| RR426 Bill O'Brien Way   | Buffer based on existing DCDB road corridor (DCDB road corridor for this road appears to be well aligned with road centreline).                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| SR69 Woolooroo Road      | Buffer based on existing DCDB road corridor (DCDB road corridor for this road appears to be well aligned with road centreline).                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| Crystal Road             | Buffer based on existing DCDB road corridor (DCDB road corridor for this road appears to be well aligned with road centreline).                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| SR91 Three Mile Road     | 20m buffer applied to entire length of road (There is currently no defined DCDB road corridor for this road).                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| SR98 Lorne Road          | Proposed buffer based on existing DCDB road corridor from the intersection with SR84 Fred Reece Way to the southern corner of Lot 1, DP 1108825, excluding a 30m wide strip on the western side proposed to be closed by NSW Trade and Investment – Crown Lands, in a letter dated 14 May 2013 to Council. Council resolved to support closure of this strip at a meeting held 23 June 2013. Remaining length of road to Lorne Station has a 20m buffer applied. Buffer applied due to inconsistent alignment of road with current DCDB road corridor along this section of road.   |
| SR84 Fred Reece Way      | Part of buffer based on existing DCDB road corridor, excluding a 30m strip on the western side from Opal Street to the intersection with SR98 Lorne Road proposed to be closed by NSW Trade and Investment. See notes under SR98 Lorne Road for more information.<br>Other part of buffer based on existing DCDB road corridor, which is less than 40m wide, but adjoining by numerous mining camp titles and Mineral Claims preventing the reasonable application of a buffer 20m either side of the centreline. Existing DCDB road corridor includes road and pedestrian walkway. |
| RR402 Llanillo Road      | 20m buffer applied from foot of ridge approximately 4.68km south-west of Llanillo Homestead access, west, through to village of Cumborah. Buffer applied due to inconsistent alignment of road with current DCDB road corridor and variable width of existing road corridor.                                                                                                                                                                                                                                                                                                        |
| SR101 Wilby Wilby Road   | 20m buffer applied to entire length of Wilby Wilby Road. Buffer applied due to inconsistent alignment of road with current DCDB road corridor and variable width of existing road corridor. Wilby Wilby Road passes through intermittent areas of potentially opal bearing cretaceous ridges as well as areas of black soil flood plain.                                                                                                                                                                                                                                            |
| RR402 Gingie Road        | 20m buffer applied from foot of ridge at intersection with Kurrajong Road, north, through to village of Cumborah. Buffer applied due to inconsistent alignment of road with current DCDB road corridor and variable width of existing road corridor.                                                                                                                                                                                                                                                                                                                                |
| SR110 Kurrajong Road     | 20m buffer applied to entire length of road from intersection with SR402 Gingie Road through to SR111 Narran Lake Road. Buffer applied due to inconsistent alignment of road with current DCDB road corridor and variable width of existing road corridor.                                                                                                                                                                                                                                                                                                                          |
| SR111 Narran Lake Road   | 20m buffer applied from foot of ridge approximately 6.27 km north from intersection with SH29 Kamilaroi Highway, north, through to shire boundary shared with Brewarrina Shire. Buffer applied due to inconsistent alignment of road with current DCDB road corridor and variable width of existing road corridor.                                                                                                                                                                                                                                                                  |
| SR86 Kia-Ora Road        | 20m buffer applied from intersection with SR111 Narran Lake Road west through to shire boundary shared with Brewarrina Shire. Buffer applied due to inconsistent alignment of road with current DCDB road corridor and variable width of existing road corridor.                                                                                                                                                                                                                                                                                                                    |
| RR437 Bangate Road       | 20m buffer applied to entire length of road (There is currently no defined DCDB road corridor for this road).                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| SR19 Springs Road        | 20m buffer applied to entire length of road (There is currently no defined DCDB road corridor for this road).                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| SR53 Koomalah Road       | 20m buffer applied from foot of ridge approximately 1.3 km north from intersection with SR88 Fabians Road, north, through to shire boundary (NSW/QLD Boarder). Buffer applied due to inconsistent alignment of road with current DCDB road corridor and variable width of existing road corridor.                                                                                                                                                                                                                                                                                   |
| SR102 Angledool Road     | 20m buffer applied to 680m section of road passing directly past the Khyber Downs Homestead. (There is currently no defined DCDB road corridor for this road).                                                                                                                                                                                                                                                                                                                                                                                                                      |

ATTACHMENT D – MAP SHOWING EXTENT OF BUFFER ON SR84 FRED REECE WAY



ATTACHMENT E – MAP SHOWING EXTENT OF BUFFER ON SR98 LORNE ROAD



## 14.4 Director Engineering Services

### ***ROADS & MARITIME SERVICES - FUNDING FOR PAM AND BIKE PLANS FOR WALGETT SHIRE***

**REPORTING SECTION:** Engineering Services  
**AUTHOR:** Raju Ranjit – Director of Engineering Services  
**FILE NUMBER:** 11/260

#### **Summary:**

The NSW Roads and Maritime Services (RMS) has offered council a funding opportunity for The Access Consultancy elements of a PAM (Pedestrian Access and Mobility) Plans and Bike Plans for the townships of Walgett, Collarenebri and Lightning Ridge. This report advises Council of the revised funding levels under this grant.

#### **Background:**

The NSW Roads and Maritime Services (RMS) have offered council funding to prepare PAM Plans and Bike Plans for Walgett, Collarenebri and Lightning Ridge.

The aim of the PAMP is to provide a network of safe, convenient and connected pedestrian routes which will encourage people to walk rather than use their cars. When implemented, the PAMP should greatly enhance pedestrian networks in the Walgett, Lightning Ridge and Collarenebri areas

“Together with the Roads and Maritime Services , all local councils in NSW have a responsibility to provide safe, convenient and connected pedestrian routes which will encourage people to walk rather than use their cars. In 1998 the RMS began a new program to assist planning for pedestrians. The program was developed to ensure better planning for pedestrians.

Since that time more than a dozen PAMPs have been commissioned using a partnership approach. PAMPs help to link State and Local Government planning instruments (e.g. Local Environment Plans (LEPs), Development Control Plans (DCPs) and Councils' requirements under Sections 79c and 94 of the Environmental Planning and Assessment Act 1979 (EP&A Act).”

Source: How to prepare a Pedestrian Access and Mobility Plan - An easy three stage guide RMS, [http://www.rms.nsw.gov.au/doingbusinesswithus/downloads/technicalmanuals/mobility-plan\\_how-to.pdf](http://www.rms.nsw.gov.au/doingbusinesswithus/downloads/technicalmanuals/mobility-plan_how-to.pdf)

The proposed plans will be compiled in accordance with the NSW Roads and Maritime Services (RMS) Guidelines. The proposed PAMP and Bike Plan and the Access Audit Report will include proposed works and photographic records of the audited areas.

The amount of this funding is \$15,180 (Inc GST). RMS has offered to cover 50% of the cost, ie \$7,590 to be covered by Walgett Shire Council and \$7,590 by RMS.

#### **Current Position:**

A proposal from RMS certified consultant has been received.

**Relevant Reference Documents/Policies:**

- How to prepare a Pedestrian Access and Mobility Plan - An easy three stage guide RTA [www.rms.nsw.gov.au](http://www.rms.nsw.gov.au)

**Governance issues:**

Nil

**Environmental issues:**

Road safety

**Stakeholders:**

Council and Users

**Financial Implications:**

No budget allocation has been made for PAMP for 2013/2014.

**Alternative Solutions/Options:**

Do nothing

**Conclusion:**

The PAMP and bike plan will be 10 year plan. The cost for construction of the network will be presented to Council once received the Consultancy report.

It is recommended reviewing quarterly 2013/2014 budget to allocate an amount of \$ 7,590 for consultancy service to prepare the PAMP and bike plan.

**RMS funding for PAM Plans and Bike Plans for Walgett Shire**

**Recommendation:**

That Council consider whether it believes a ten year PAM and Bike Plan is worthy of Council's involvement

**Moved:**

**Seconded:**

**Attachment:**

Proposal

# **Walgett Shire Council**

**Pedestrian Access and Mobility Plans**

**And Bike Plans for the**

**Townships of**

**Walgett**

**Collarenebri**

**Lightning Ridge**

**Fee Proposal**

*Accessible Public Domain*

10 April 2014



The General Manager,  
Walgett Shire Council,  
PO Box 31,  
WALGETT NSW 2832

**Attention: Mr. Raju Ranjit.**

**RE: Proposed Pedestrian Access and Mobility Plans and Bike Plans –  
Townships of Walgett, Collarenebri and Lightning Ridge**

Dear Mr. Ranjit,

Thank you for the opportunity to submit a Fee Proposal for the Access Consultancy elements of a Pedestrian Access and Mobility Plan and a Bike Plan. The total fee is \$15,180 (including GST) for the items set out on page 3.

The NSW Roads and Maritime Services Guidelines advise that the development of a PAMP could take 3-6 months to prepare. The inclusion of a Bike Plan extends this time. It is understood that some funding for this project is available until 30.6.14. Although *APD* is able to complete phase I of the project, the on-site survey of the study areas, before the end of June, it is not possible to complete the PAMP and Bike Plans prior to that time.

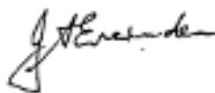
The Surveys and reports will follow the NSW Roads and Maritime Services (RMS) Guidelines for the preparation of a Pedestrian Access and Mobility Plan (PAMP) and a Bike Plan; and the Access Audit report will include proposed priority works supported by a photographic record of the areas and features audited.

It is proposed to develop the Bike Plan and PAMP as one project, for the assumed study areas nominated on page 3, for the following reasons –

- The borders of the Study Areas are similar for each Plan
- Many stakeholders would be involved with both Plans
- The PAMP survey would automatically include a survey of existing and proposed bike routes
- A combined project would avoid duplication of the survey, meetings, time and funding, and allow the two Plans to be linked

*Accessible Public Domain (APD)* is a Disability Access Consultancy and I operate as a Sole Trader. A copy of my Company Profile is attached. If this submission is acceptable to Council I could complete Phase I by the end of June, and Phases II and III by the end of September.

Yours sincerely,



John Evernden,  
B. Sc. (Tech.) Civil Engineering; B. App. Sc. Ecotourism,  
Accredited Access Consultant

**WALGETT SHIRE COUNCIL AGENDA**

**Fee Proposal:**

| <b>Item</b>                                                                                                                                                                                                                                                                                                                                                                                  | <b>Timing</b>      | <b>Cost</b>        |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|--------------------|
| <b>Phase I</b> <ul style="list-style-type: none"> <li>• Visits to Walgett, Collarenebri and Lightning Ridge</li> <li>• Travel expenses</li> <li>• Accommodation and meals</li> <li>• Access Audit and photographic survey of PAMP and Bike Plan Study Area</li> <li>• Review of existing Council Plans, Policies and Standards</li> <li>• Consultation with Walgett Shire Council</li> </ul> | May                | \$5,300            |
| <b>Phase II</b> <ul style="list-style-type: none"> <li>• Preparation of draft PAMP report</li> <li>• Preparation of draft Bike Plan report</li> <li>• Development of Access Audit Report, including photographic survey</li> </ul>                                                                                                                                                           | June - July        | \$7,000            |
| <b>Phase III</b> <ul style="list-style-type: none"> <li>• Plans on exhibition</li> <li>• Review responses from Public Exhibition</li> <li>• Inclusion of responses in Final PAMP Report</li> <li>• Inclusion of responses in Final Bike Plan Report</li> <li>• Finalise PAMP and Bike Plan</li> <li>• Provide two bound copies, and electronic version, of PAMP and Bike Plan</li> </ul>     | August - September | \$1,500            |
|                                                                                                                                                                                                                                                                                                                                                                                              | <b>Fee =</b>       | <b>\$13,800.00</b> |
|                                                                                                                                                                                                                                                                                                                                                                                              | <b>GST =</b>       | <b>\$ 1,380.00</b> |
|                                                                                                                                                                                                                                                                                                                                                                                              | <b>TOTAL =</b>     | <b>\$15,180.00</b> |

**Study Areas**

The estimate has been based on a survey of the following areas –

**Walgett**

Area approximately bounded by Montkeila Street in the north; Namoi Street in the east; Bate Street in the south; and Duff Street in the west.

**Collarenebri**

Area approximately bounded by Myall Street in the north; Albert Street in the east; Walgett Street in the south; and Barwon Street in the west.

**Lightning Ridge**

Kaolin Street in the north; Gem Street in the east; Black Prince Drive in the south; and Agate Street and Butterfly Avenue in the west

**Methodology**

The usual methodology adopted by *APD* has been as follows –

- Liaise with Principal
- Review Council documentation
- Meet with Council officers and other stakeholders
- Visit study areas to carry out access audit of pedestrian and cyclist routes and facilities
- Photograph public domain features that require attention to provide a continuous accessible path of travel for pedestrians or cyclists. The photographs are included in the Access Audit Report to provide a visual record of the feature in its current state and assists Council in its Maintenance and Works Programs
- Prepare Draft PAMP and Bike Plan, with recommendations for preferred routes and proposed works
- Recommend priorities for paths of travel and works, depending on elements such as pedestrian or cyclist usage; attractors; urgency of work; works needed to comply with Australian Standards
- Apply Australian Standards listed in the RMS Guidelines to assist Council in meeting its obligations under the Commonwealth Disability Discrimination Act, 1992.
- Record items of street furniture that require attention
- Audit paths of pedestrian travel to significant sites, such as War Memorial, Council Chambers, Community Centres, Hospital
- Audit paths of cycle travel to significant sites such as Schools, Shopping Centres, Community Centres, Library
- Develop Draft PAMP and Bike Plan based on access audit of study area
- Develop draft Works Program with Council, based on recommended priorities
- Liaise with Council on the proposed pedestrian and cycle routes, and proposed priorities
- Finalise Draft Plans for public exhibition
- Review comments from exhibition and other sources
- Prepare Final PAMP and Bike Plans for Council approval
- Provide bound and electronic copies of Final PAMP and Bike Plan
- Liaise with the Principal throughout the project

**Previous experience in these projects:**

**PAMP's**

Bogan Shire – Nyngan Township, 2011

Brewarrina Shire – Brewarrina and Goodooga Townships, 2012

Central Darling Shire – Wilcannia, Ivanhoe and Menindee Townships, 2012

Cobar Shire – Whole of Township and Residential Area, 2013

Broken Hill City – Whole of City, 2013

Inverell Council – Whole of Township, 2014

Bourke – Whole of Township, 2014

Wellington Council, 2014

**Bike Plans**

Cobar Shire, as part of the PAMP

Broken Hill, separate to PAMP

Inverell, as part of the PAMP

Wellington, as part of PAMP

**NOTE**

The Broken Hill PAMP and Bike Plan are to be found on that Council's web site

**References:**

**Mr Joe Sulicich**

Senior Road Safety and Traffic Officer  
NSW Roads and Maritime Services, Broken Hill  
08 80806625  
0417 802 300

**Mr. Reece Wilson**

Manager Technical and Engineering Services  
Central Darling Shire Council  
08 8083 8900

**Insurance:**

A copy of my current Professional Indemnity Insurance Certificate is attached.

**Payment of Consultant:**

The bulk of the work, including the on-site survey of the Study Areas and preparation of the Draft Plans, is carried out in the early stages of the project.

Following completion of the Draft Reports, Council reviews and amends where necessary in preparation for the public exhibition. It is expected that the Plans would be on exhibition for 3-4 weeks.

The usual payment regime for my previous PAMPs and Bike Plans has been-

**Stage I** - Completion of the Site Survey and Access Audit of the Study Area; and consultations with stakeholders (40%)

**Stage II** – Completion of Draft PAMP and Bike Plan Reports (40%)

**Stage III** – Review of Draft Plans and preparation for Public Exhibition (10%)

**Stage IV** - Completion of Final PAMP and Bike Plans (10%)

## ***CLOSED CIRCUIT TELEVISION (CCTV) POLICY***

**REPORTING SECTION:** Engineering Services  
**AUTHOR:** Raju Ranjit – Director Engineering Services  
**FILE NUMBER:** 11/260

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### **Summary:**

The draft policy was placed on public exhibition and no submissions were received. It is recommended that Council now confirm adoption of the policy following the public exhibition period.

### **Background:**

Under Workplace privacy Act 2011 ( ACT) and other regulations, Council is required to have CCTV policy to implement and operate of a CCTV network in and around Council Premises to enhance the safety and security of employees, visitors and property, while protecting individuals rights to privacy.

Council resolved at its meeting on December 2013 to adopt the policy in principle and place it on Public Exhibition for 28 days.

### **Current Position:**

The Policy was placed on public exhibition on Council's website on 21 January 2014 and in the Council newspaper columns with residents invited to make submissions.

No submissions were received and the policy and procedures are now submitted for adoption by the Council.

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

Workplace Surveillance Act 2005 No 47 (and as amended)  
Workplace Surveillance Regulation 2005  
Workplace Privacy Act 2011 ( ACT)  
Code of Ethics - Australian Security Industry Association Ltd  
Walgett Shire Council Code of Conduct

### **Governance issues:**

Council is required to have a policy and procedures in place to operate a CCTV network in Council premises. The policy and procedures are supported by the Code of Conduct.

### **Environmental issues:**

No environmental issues have been identified in relation to this matter.

### **Stakeholders:**

Walgett Shire Council, Councillors and Staff

Walgett Shire Community  
NSW Government

**Financial Implications:**

It is recommended to allocate a budget of \$ 50,000 for 2014/2015 financial year for this project.

**Alternative Solutions/Options:**

Do nothing

**Conclusion:**

This report recommends that the CCTV Policy and Procedures be adopted by Council to prevent of vandalism, graffiti and damage of property.

**CCTV Policy & Procedures – April 2014**

**Recommendation:**

1. That Council having noted that no submissions were received now adopt the CCTV Policy and Procedures.

**Moved:**

**Seconded:**

**Attachment:**

CCTV Policy



## POLICY FOR CCTV

Adopted: XX/XX/2013

### CLOSED CIRCUIT TELEVISION (CCTV)

Adoption Date.....

Review Date: .....

Responsible Officer: General Manager or Delegate

#### 1. POLICY STATEMENT

Walgett Shire Council supports the implementation and operation of a CCTV network in and around Council premises to enhance the safety and security of employees, visitors and property, while protecting individuals' rights to privacy.

CCTV consists of dedicated high-resolution cameras providing continuous real time surveillance of Council property. The primary use of CCTV is to discourage the occurrence of unlawful activity and enhance the chances of apprehending offenders

#### 2. OBJECTIVE

The Objectives of the Walgett Shire Council CCTV system are:

- To act as a deterrent for the prevention of vandalism, graffiti and damage to property.
- To permit the controlled provision of information by Council to authorized security and agencies such as Police and the courts to enable the development of effective response to recorded and or observed incidents.
- To use as a tool to support the Police in verifying incidents and suspect activities and Prosecuting offenders.

The CCTV site includes all Council land and buildings, including those areas occupied by public facilities such as Administration Centres, swimming pools, libraries, Work depots, water and sewer treatment facilities.

### 3. DEFINITIONS

Camera includes an electronic device capable of monitoring or recording visual images of activities on premises or in any other place.

Employee a person working for Walgett Shire Council, including contractors and volunteers.

**Law enforcement agency** means any of the following:

- (a) NSW police,
- (b) a police force or police service of another state or a territory,
- (c) the Australian Federal Police,
- (d) the Police Integrity Commission,
- (e) the Independent Commission against Corruption,
- (f) the New South Wales Crime Commission,
- (g) the Australian Crime Commission,
- (h) the Department of Corrective Services,
- (i) the Department of Juvenile Justice,
- (j) any other authority or person responsible for the enforcement of the criminal laws of the commonwealth or of the state,
- (k) a person or body prescribed for the purposes of this definition by the regulations.

**Surveillance:** means surveillance of a workplace by means of a camera that monitors or records visual images of activities on premises or in any other place,

**Unlawful activity** means an act or omission that constitutes an offence against a law of this state or the commonwealth.

**Council facility means** premises, or any Council property, which is visited by members of the general public, where employees work, or any part of such premises or property.

### 4. PURPOSE:

The purposes of the Walgett Shire CCTV System are:



## WALGETT SHIRE COUNCIL AGENDA

- To operate according to recognized standards such as the NSW Government CCTV guidelines and privacy provisions, as such the operations will not provide for private individuals requesting copies of vision.
- To operate with efficiency, impartiality and integrity
- To operate with regard to the public requirements for due care, confidentiality and respect.

### 5. PROCEDURES

The procedure for assessing the need and implementation of CCTV is as follows:

#### a) Demonstrate Need for CCTV

- Documented evidence of high risk of unlawful incidents occurring or re-occurring.

#### b) Develop and Record Implementation Strategy

- Record a proposal for installation, including:
  - The specific purpose of CCTV monitoring;
  - The physical area to be placed under CCTV monitoring

#### c) Approval for Implementation

- Approval to be obtained from the General Manager

#### d) Implement CCTV Facility, Including Staff Training

- CCTV register will be maintained by the General Manager or nominated Director
- All viewing to be recorded into CCTV register, identifying the need to view the recording, who was present and date
- Appropriate signage will be installed and recorded in the CCTV register.
- Unlawful activity captured and identified in recordings will be investigated and reported to the Law Enforcement Agency as considered necessary

#### e) Monitor

- Monitoring will be on as needed basis, including a review of the CCTV registers.

### 6. Supporting Information

Other procedural information on the use of CCTV is as follows:

- All data collected using this system, including images, will be managed in accordance with the provisions of the Commonwealth Privacy Act 1988, Workplace Surveillance Act and Regulation 2005 the relevant Council policy relating to the control of private information.

## WALGETT SHIRE COUNCIL AGENDA

- All persons involved in the operation of the system are to exercise care to prevent improper disclosure of material.
- Cameras will not be hidden and as far as possible will be placed in public view except for operational requirements.
- Signs that CCTV cameras are operating will be displayed at key locations. The signs will make people entering Council workplaces aware that CCTV systems operate within the Council.
- The Policy will be available in Council's Policy Register. The introduction of the system (or any subsequent changes) will be publicised through the use of Council notice boards for a period of two weeks.
- The System will operate in a manner that is sensitive to the privacy of people working in the area.
- Persons authorised to access the operations of the cameras will receive training in the varying degrees of privacy afforded by Council, public, semi public and private premises within a mixed Council workplace and public access domain such as swimming pools and recreational parks.
- There may be circumstances where the Law Enforcement Agency may wish to conduct a pre-planned operation at Council workplaces. The General Manager or nominated Director may authorise the use of this system to support these operations, provided it is done within the provisions of this Policy and a representative of the Law Enforcement Agency is present in the room for recording for the full duration of the operation.
- A written record will be maintained of any use of the system at the request of the Law Enforcement Agency. This record will include details of the Law Enforcement Agency Officer making the request, details of the time and date of the request and reasons for the request.
- The level of Law Enforcement Agency response to incidents will be determined by the Law Enforcement Agency and will be subject to the various priorities at the time the incident is reported. The Council has no control over the priority allocated by the Law Enforcement Agency.
- All incidents requiring attendance by the Law Enforcement Agency or other emergency services will be reported to the General Manager, as soon as possible.

- Any use of this system or materials produced which is frivolous, or for private purposes, or is otherwise inconsistent with the objectives and procedures outlined within this Policy will be considered gross misconduct. Any Council employee involved in incidents of this type will face appropriate disciplinary action in accordance with the relevant Council policies, awards, agreements, and Workplace Surveillance Act and Regulations 2005. A 24-hour record is kept of event activity in the recorder of the CCTV units.
- As Council employee confidence in the system is essential, all cameras will be operational. An appropriate maintenance program will be established and under no circumstances will "dummy" cameras be used
- At no stage will Walgett Shire Council utilise any CCTV footage for performance management issues, employee tracking or all other matters except any unlawful activity an constitutes that offence against a law of this state or the commonwealth.

## **7. Reporting**

The General Manager will decide the level of incidents to be reported to the Law Enforcement Agency. The Law Enforcement Agency shall log all such incidents. It is recognised that the decision as to what level of response is deployed is a matter entirely for the Law Enforcement Agency. The General Manager or nominated Director will liaise regularly with the Law Enforcement Agency on this subject.

Breaches of this Policy and of security must be subject to proper investigation by the person appointed by the General Manager or nominated Director. This person shall be responsible for making recommendations to the General Manager or Director to remedy any breach which is proved or evidenced.

Complaints regarding the CCTV system and its operation must be made in writing in accordance with Council's Grievance Policy.

## **8. Non-compliance**

Non-compliance with this policy may render a manager or employee liable for disciplinary action, which may include referring the breach to the Law Enforcement Agency.

## **9. Responsibility**

The General Manager :

- shall have executive responsibility for the system, including approving any extension of the system within Council and amendments to the conditions of the Policy. Any

## WALGETT SHIRE COUNCIL AGENDA

amendments or extensions to the Policy will only take place after appropriate consultation. Where specific arrangements are established for surveillance of an area, a written record of the agreed procedures will be made.

- may approve minor changes to the system where appropriate. Minor changes are those that do not have a significant impact on the intent of the Policy or the procedures established to monitor adherence with its provision.
- is responsible for managing compliance with this Policy, including compliance by employees and visitors engaged to work on the system or in the CCTV Recorder.
- shall be responsible for the day-to-day management of the system and associated processes, including Law Enforcement Agency liaison, compliance with the Policy and Operational Manual by employees or any other authorised person, employee training, the preparation of reports and the evaluation of the system performance.
- will be responsible for managing the cameras and recording, ensuring that only authorised personnel are given access. A record will be kept of all personnel accessing the CCTV recorders.

### **10. Related Documents**

Workplace Surveillance Act 2005 No 47 (and as amended)

Workplace Surveillance Regulation 2005

Workplace Privacy Act 2011 ( ACT)

Code of Ethics - Australian Security Industry Association Ltd

Walgett Shire Council Code of Conduct

### **11. Policy Status**

This is a new Policy

### **12. Policy Review**

This Policy may be amended at any time and must reviewed at least twelve months since its adoption (or latest amendment)

### **13. Authorization**

**Don Ramsland.**

**Position: General Manager**

## **NSW RURAL FIRE FIGHTING -NORTH WEST ZONE SERVICE BUDGET 2014/2015**

**REPORTING SECTION:** Engineering Services  
**AUTHOR:** Raju Ranjit – Director Engineering Services  
**FILE NUMBER:** 09/1238-02

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### **Summary:**

This report recommends that council note and accepts the budget for Councils' Contribution to Rural Fire fighting North West Zone funding for 2014/2015.

### **Background:**

Rural Fire Service in Walgett Shire is managed by the North West Zone. The 2014/2015 budget of the funding for the Rural Fire Service is \$ 3,606,571.11.

### **Current Position:**

The Rural Fire Service North West Zone has submitted a budget of 3,606,571.11 of which council's contribution is \$ 421,968.82. The Walgett Council's contribution is \$210,984.11 (50 % of \$ 421,968.82). As comparing to the 2013/2014 budget (\$ 208,201), the 2014/2015 budget is 1.34 % higher than 2013/2014 budget.

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

North West Zone Funding budget

### **Governance issues:**

Nil

### **Environmental issues:**

Nil

### **Stakeholders:**

NSW Rural Fire Service- Walgett Brigades and Residents

### **Financial Implications:**

WSC management plan 2014/2015

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

Nil

**Conclusion:**

It is recommended to allocate the contribution amount of \$ 210,984.11 for the 2014/2015 budget.

**Rural Fire Fighting North West Zone Service budget 2014/2015**

**Recommendation:**

1. That Council receive and approves the contribution of \$ 210,984.11 to Rural Fire Services fund for 2014/2015.

**Moved:**

**Seconded:**

**Attachment:**

RFS Budget Document



## NSW Rural Fire Fighting Fund 2014 -2015 Financial Year

### North West Zone

### Estimate Summary

|                                             |                                         | 14/15                 | 13/14                 |
|---------------------------------------------|-----------------------------------------|-----------------------|-----------------------|
| <b>Operations</b>                           | Hazard Reduction Subsidy                | \$96,000.00           | \$96,000.00           |
|                                             | Fire Mitigation Works                   | \$391,270.00          | \$391,270.00          |
|                                             | Aviation & Operational Co-ordination    | \$134,312.00          | \$134,312.00          |
|                                             | Community Engagement & Public Awareness | \$39,811.00           | \$39,811.00           |
|                                             | Emergency Fund                          | \$49,100.00           | \$49,100.00           |
| <b>Infrastructure</b>                       | Fire Fighting Appliances & Vehicles     | \$863,270.00          | \$817,737.00          |
|                                             | Buildings & Stations                    | \$185,000.00          | \$170,000.00          |
|                                             | Radio Communications                    | \$245,573.40          | \$243,825.00          |
|                                             | Information Communications Technology   | \$39,874.41           | \$42,830.00           |
|                                             | Infrastructure & Engineering            | \$147,267.00          | \$147,267.00          |
|                                             | Maintenance / Repairs                   | \$330,950.00          | \$330,950.00          |
|                                             | Equipment                               | \$125,843.30          | \$115,000.00          |
|                                             | PPE                                     | \$60,000.00           | \$60,000.00           |
| <b>Membership</b>                           | District Administration                 | \$491,082.00          | \$520,028.00          |
|                                             | Insurances                              | \$153,121.00          | \$146,761.00          |
|                                             | Training & Volunteer Support            | \$47,473.00           | \$47,473.00           |
| <b>Support</b>                              | Corporate Support                       | \$82,927.00           | \$82,927.00           |
|                                             | Regional Support                        | \$38,718.00           | \$38,718.00           |
|                                             | Reimbursable Items (VASS)               | \$84,979.00           | \$84,979.00           |
|                                             | Previous Year Commitments               | Unknown               | \$452,633.00          |
| <b>Estimated Total Budget</b>               |                                         | <b>\$3,006,571.11</b> | <b>\$4,011,621.00</b> |
| Ledger Balance                              |                                         | Unknown               | \$55,019.00           |
| <b>Estimated Total Council Contribution</b> |                                         | <b>\$421,968.82</b>   | <b>\$416,402.00</b>   |

**Notes:**

**VASS Reimbursements** This figure has been reducing each year estimate figure provided based on last years figure. It is estimated that this figure could be reduced by as much as 15%.

**PY Commitments** This figure will not be known until after the end of the FY as this is the amount which has been carried over for projects to be completed.

**Ledger Balance** This figure will not be known until after the end of the FY as this is the amount which has not been spent or carried over in the previous FY.

**Estimated Total Budget** For the 13/14 FY this includes the previous year commitments for the 14/15 year this figure will not be known until the end of the FY.

|                                                                                                       |
|-------------------------------------------------------------------------------------------------------|
| <b>NSW Rural Fire Fighting Fund</b><br><b>2014 -2015 Financial Year</b><br><b>M &amp; R Subsidies</b> |
|-------------------------------------------------------------------------------------------------------|

| Maintenance/Repair/Running Expenses | Estimate            |
|-------------------------------------|---------------------|
| Stations/Sheds                      | \$11,000.00         |
| Vehicles                            | \$102,000.00        |
| Pumps                               | \$1,100.00          |
| Radio                               | \$20,100.00         |
| Petrol/Oil                          | \$43,000.00         |
| Other                               | \$51,750.00         |
| <b>Subtotal (Maintenance etc.)</b>  | <b>\$228,950.00</b> |
| Freight/Cartage                     | \$2,200.00          |
| Telephone Charges (Rental)          | \$20,000.00         |
| (Official Phone)                    | \$14,500.00         |
| Electricity Charges                 | \$0.00              |
| Insurance                           | \$14,000.00         |
| Other Expenditure                   | \$51,300.00         |
| <b>Subtotal</b>                     | <b>\$102,000.00</b> |
| <b>Total</b>                        | <b>\$330,950.00</b> |
| <b>Hazard Reduction Subsidy</b>     | <b>\$96,000.00</b>  |



|                                                                                                         |
|---------------------------------------------------------------------------------------------------------|
| <p><b>NSW Rural Fire Fighting Fund</b><br/> <b>2014 -2015 Financial Year</b><br/> <b>Appliances</b></p> |
|---------------------------------------------------------------------------------------------------------|

**New Appliances**

| Type  | Brigade    | Estimate     |
|-------|------------|--------------|
| Cat 6 | Walgett HQ | \$390,000.00 |

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|                  |                     |
|------------------|---------------------|
| <b>Sub Total</b> | <b>\$390,000.00</b> |
|------------------|---------------------|

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**Second Hand Appliances**

| Type         | Brigade    | Estimate    |
|--------------|------------|-------------|
| Cat 1 (6-10) | Beanbri    | \$98,055.00 |
| Cat 1 (6-10) | Ginghet    | \$98,055.00 |
| Cat 1 (6-10) | Gingie     | \$98,055.00 |
| Cat 1 (6-10) | Gillendoon | \$98,055.00 |
| Cat 7 (6-10) | Pigeonbah  | \$61,050.00 |
| Referb Costs |            | \$20,000.00 |

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|                  |                     |
|------------------|---------------------|
| <b>Sub Total</b> | <b>\$473,270.00</b> |
|------------------|---------------------|

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|                          |                     |
|--------------------------|---------------------|
| <b>Appliances Totals</b> | <b>\$863,270.00</b> |
|--------------------------|---------------------|

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Note: New Cat 1 Vehicle removed per SLA.

**NSW Rural Fire Fighting Fund  
2014 -2015 Financial Year  
Buildings & Stations**

| <b>Brigade</b>    | <b>Type</b>   | <b>Estimate</b>     |
|-------------------|---------------|---------------------|
| Coonamble Airport | Water Tank    | \$45,000.00         |
| Walgett HQ        | 4 Bay Station | \$140,000.00        |
| <b>Total</b>      |               | <b>\$185,000.00</b> |

**Note:**

Walgett HQ station will be funded in two stages.

|                                                                                                        |
|--------------------------------------------------------------------------------------------------------|
| <p><b>NSW Rural Fire Fighting Fund</b><br/> <b>2014 -2015 Financial Year</b><br/> <b>Equipment</b></p> |
|--------------------------------------------------------------------------------------------------------|

| <b>Equipment</b>            | <b>Estimate</b>     |
|-----------------------------|---------------------|
| Pumps                       | \$3,500.00          |
| Firezone/Volunteer Intranet | \$0.00              |
| Community Education         | \$2500.00           |
| Other Equipment             | \$120,000.00        |
| AED Service                 | \$2,343.30          |
| <b>Total Equipment</b>      | <b>\$125,843.30</b> |
| PPE                         | \$60,000.00         |
| <b>Total PPE</b>            | <b>\$60,000.00</b>  |

|                                                                                                                      |
|----------------------------------------------------------------------------------------------------------------------|
| <p><b>NSW Rural Fire Fighting Fund</b><br/> <b>2014 -2015 Financial Year</b><br/> <b>District Administration</b></p> |
|----------------------------------------------------------------------------------------------------------------------|

| Item                    | Estimate            |
|-------------------------|---------------------|
| Salaries and Wage       | \$420,182.00        |
| Comms Platform          | \$3,247.68          |
| New Vehicles            | \$0.00              |
| Changeover Cost         | \$14,500.00         |
| Vehicle Maintenance     | \$32,000.00         |
| Travel                  | \$7,400.00          |
| Telephones              | \$10,000.00         |
| Equipment General/Other | \$7,000.00          |
| Base Station Sites      | \$15,000.00         |
| Photo Copying           | \$4,000.00          |
| Equipment Computers     | \$6,400.00          |
| IS                      | \$30,226.73         |
| <b>Sub Total</b>        | <b>\$549,956.41</b> |
| GRN                     | \$121,991.40        |
| Red Fleet Insurance     | \$93,341.00         |
| <b>Sub Total</b>        | <b>\$215,332.40</b> |
| <b>Total</b>            | <b>\$765,288.81</b> |

Notes:

|                                                                                                                |
|----------------------------------------------------------------------------------------------------------------|
| <p><b>NSW Rural Fire Fighting Fund<br/>2014 -2015 Financial Year<br/>Volunteer &amp; Statewide Support</b></p> |
|----------------------------------------------------------------------------------------------------------------|

|                                          |                       |
|------------------------------------------|-----------------------|
| TRAINING & VOLUNTEER SUPPORT             | \$47,473.00           |
| FIRE MITIGATION WORKS                    | \$391,270.00          |
| INSURANCES                               | \$59,780.00           |
| RADIO COMMUNICATIONS                     | \$123,582.00          |
| EMERGENCY FUND                           | \$49,100.00           |
| AVIATION & OTHER OPERATIONAL             | \$134,312.00          |
| ENGINEERING & OTHER INFRASTRUCTURE       | \$147,267.00          |
| COMMUNICATIONS & PUBLIC AWARENESS        | \$37,311.00           |
| CORPORATE SUPPORT                        | \$82,927.00           |
| REGIONAL SUPPORT                         | \$38,718.00           |
| <b>Volunteer &amp; Statewide Support</b> | <b>\$1,111,740.00</b> |

**Notes:**

These figures are estimates only, based on the 13/14 FY.

## **MONTHLY FLOOD WORKS REPORT FROM DIRECTOR ENGINEERING SERVICES – APRIL 2014**

**REPORTING SECTION:** Engineering Services  
**AUTHOR:** Raju Ranjit - Director Engineering Services  
**FILE NUMBER:** 11/211

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### **Summary:**

The purpose of this report is to inform Council of progress relating to the February 2012 flood restoration works as of 31<sup>st</sup> March 2014.

### **Background:**

In December 2011 and February 2012, Walgett Shire suffered major flood disasters and significantly affected 62 Shire Roads, 7 Regional roads and 3 State Highways. The people of the Walgett, Collarenebri & Lightning Ridge were particularly affected and the Shire's infrastructure sustained severe damage.

Roads and Maritime services (RMS) has assessed the flood affected roads and awarded Natural Disaster Assistance (NDA) to the Walgett Shire for the flood damage which involves the remediation & reconstruction.

### **Current Position:**

All the flood restoration works have been completed except the Beanbri Road which is going to be commenced from 28<sup>th</sup> April 2014.

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

RMS approved schedule

### **Governance issues:**

Nil

### **Environmental issues:**

Nil

### **Stakeholders:**

Walgett Shire Council  
Walgett Residents  
Tourist

**Financial Implications:**

As at 31<sup>st</sup> March 2014 \$10,762,618.55 has been spent from a total amount of \$ 11,623,727 provided in the February 2012 flood restoration works programme.

**Alternative Solutions/Options:**

Nil

**Conclusion:**

Council has been monitoring the progress of monthly flood work program by reviewing the attached spread sheets and noting progress to date.

**Monthly flood works Report from Director Engineering Services**

**Recommendation:**

That Council receive and note the monthly flood restoration works report for April 2014

**Moved:**

**Seconded:**

**Attachments:**

Flood restoration works progress summary.

WALGETT SHIRE COUNCIL AGENDA

Shire Roads

| Item No.  | Work Order | Description of Works<br>(Road Name) | Amount to be contributed<br>by RMS | Amount spent<br>by Council | Total Expenditure<br>upto<br>31/03/2014 (RMS) | Total Expenditure<br>Up to<br>31/03/2014 | Progress in<br>% | Status        |
|-----------|------------|-------------------------------------|------------------------------------|----------------------------|-----------------------------------------------|------------------------------------------|------------------|---------------|
| S<br>R 1  | 2284       | Franxton Road                       | \$36,769                           |                            | \$42,847.57                                   | \$42,847.57                              | 116.5            | complete<br>d |
| S<br>R 2  | 2285       | Belarra Lane                        | \$106,061                          |                            | \$90,571.01                                   | \$90,571.01                              | 85.4             | complete<br>d |
| S<br>R 3  | 2286       | Clarkes Lane                        | \$9,885                            |                            | \$11,966.97                                   | \$11,966.97                              | 121.1            | complete<br>d |
| S<br>R 5  | 2287       | Cryon Road                          | \$190,907                          |                            | \$172,878.29                                  | \$172,878.29                             | 90.6             | complete<br>d |
| S<br>R 12 | 2288       | Millie Road                         | \$143,025                          |                            | \$181,538.75                                  | \$181,538.75                             | 126.9            | complete<br>d |
| S<br>R 13 | 2289       | Woodvale Road                       | \$111,256                          |                            | \$120,828.19                                  | \$120,828.19                             | 108.6            | complete<br>d |
| S<br>R 14 | 2290       | Barooka Road                        | \$91,346                           |                            | \$90,885.55                                   | \$90,885.55                              | 99.5             | complete<br>d |
| S<br>R 15 | 2291       | Pokataroo Road                      | \$50,030                           |                            | \$27,632.16                                   | \$27,632.16                              | 55.2             | complete<br>d |
| S<br>R 16 | 2292       | Mercadool Road                      | \$145,698                          |                            | \$139,080.34                                  | \$139,080.34                             | 95.5             | complete<br>d |
| S<br>R 19 | 2293       | Springs Road                        | \$3,630                            |                            | \$3,630.00                                    | \$3,630.00                               | 100.0            | complete<br>d |
| S<br>R 21 | 2294       | Meadow Plains Road                  | \$17,000                           |                            | \$25,549.09                                   | \$25,549.09                              | 150.3            | complete<br>d |
| S<br>R 24 | 2295       | Marlbone Road                       | \$20,716                           |                            | \$25,438.76                                   | \$25,438.76                              | 122.8            | complete<br>d |
| S<br>R 27 | 2296       | Colrose Road                        | \$19,456                           |                            | \$23,444.48                                   | \$23,444.48                              | 120.5            | complete<br>d |
| S<br>R 28 | 2297       | Wingadee Road                       | \$10,140                           |                            | \$18,266.33                                   | \$19,079.30                              | 188.2            | complete      |



WALGETT SHIRE COUNCIL AGENDA

| Item No. | Work Order | Description of Works<br>(Road Name) | Amount to be contributed by RMS | Amount spent by Council | Total Expenditure upto 31/03/2014 (RMS) | Total Expenditure Up to 31/03/2014 | Progress in % | Status    |
|----------|------------|-------------------------------------|---------------------------------|-------------------------|-----------------------------------------|------------------------------------|---------------|-----------|
| R        |            |                                     |                                 | 812.97                  |                                         |                                    |               | d         |
| S<br>R   | 31<br>2298 | Gungalman Road                      | \$39,781                        |                         | \$30,275.17                             | \$30,275.17                        | 76.1          | completed |
| S<br>R   | 38<br>2299 | Wanourie Creek Road                 | \$18,120                        |                         | \$13,264.08                             | \$13,264.08                        | 73.2          | completed |
| S<br>R   | 40<br>2300 | Ginghet Road                        | \$7,061                         | 3,912.74                | \$7,767.36                              | \$11,680.10                        | 165.4         | completed |
| S<br>R   | 43<br>2301 | Bushs Road                          | \$9,846                         |                         | \$6,323.59                              | \$6,323.59                         | 64.2          | completed |
| S<br>R   | 45<br>2302 | Borehead Road                       | \$7,914                         |                         | \$1,779.83                              | \$1,779.83                         | 22.5          | completed |
| S<br>R   | 48<br>2303 | Boorooma Creek Road                 | \$25,252                        |                         | \$17,898.83                             | \$17,898.83                        | 70.9          | completed |
| S<br>R   | 51<br>2304 | Millencowbah Road                   | \$23,400                        |                         | \$31,552.59                             | \$31,552.59                        | 134.8         | completed |
| S<br>R   | 52<br>2305 | Willis Road                         | \$6,570                         |                         | \$7,395.32                              | \$7,395.32                         | 112.6         | completed |
| S<br>R   | 53<br>2306 | Koomalah Road                       | \$124,044                       |                         | \$47,398.46                             | \$47,398.46                        | 38.2          | completed |
| S<br>R   | 57<br>2307 | Epping Road                         | \$50,889                        |                         | \$49,780.33                             | \$49,780.33                        | 97.8          | completed |
| S<br>R   | 59<br>2308 | Moomin Road                         | \$60,342                        |                         | \$62,413.51                             | \$62,413.51                        | 103.4         | completed |
| S<br>R   | 60<br>2309 | Marra Creek Road                    | \$7,512                         |                         | \$3,300.00                              | \$3,300.00                         | 43.9          | completed |
| S<br>R   | 61<br>2310 | Cambo Road                          | \$34,365                        |                         | \$28,240.46                             | \$28,240.46                        | 82.2          | completed |
| S<br>R   | 64<br>2311 | Wimbledon Road                      | \$26,028                        |                         | \$19,377.31                             | \$19,377.31                        | 74.4          | completed |

WALGETT SHIRE COUNCIL AGENDA

| Item No. |     | Work Order | Description of Works<br>(Road Name) | Amount to be contributed by RMS | Amount spent by Council | Total Expenditure upto 31/03/2014 (RMS) | Total Expenditure Up to 31/03/2014 | Progress in % | Status      |
|----------|-----|------------|-------------------------------------|---------------------------------|-------------------------|-----------------------------------------|------------------------------------|---------------|-------------|
| S<br>R   | 67  | 2312       | Collarenebri Mission Road           | \$13,000                        |                         | \$6,387.95                              | \$6,387.95                         | 49.1          | completed   |
| S<br>R   | 70  | 2313       | Lone Pine Road                      | \$13,980                        | 1,718                   | \$15,378.00                             | \$17,096.37                        | 122.3         | completed   |
| S<br>R   | 71  | 2314       | Rossmore Lane                       | \$8,100                         |                         | \$19,855.63                             | \$19,855.63                        | 245.1         | completed   |
| S<br>R   | 72  | 2315       | Middle Route Road                   | \$17,496                        |                         | \$11,221.29                             | \$11,221.29                        | 64.1          | completed   |
| S<br>R   | 73  | 2316       | Miralwyn Road                       | \$10,554                        |                         | \$10,540.02                             | \$10,540.02                        | 99.9          | completed   |
| S<br>R   | 77  | 2317       | Nedgera Road                        | \$11,009                        |                         | \$3,840.00                              | \$3,840.00                         | 34.9          | completed   |
| S<br>R   | 79  | 2318       | Pagan Creek Road                    | \$5,916                         |                         | \$5,916.00                              | \$5,916.00                         | 100.0         | completed   |
| S<br>R   | 85  | 2319       | Tungra Road                         | \$47,510                        |                         | \$38,956.28                             | \$38,956.28                        | 82.0          | completed   |
| S<br>R   | 88  | 2320       | Fabians Road                        | \$24,990                        |                         | \$25,153.24                             | \$25,153.24                        | 100.7         | completed   |
| S<br>R   | 89  | 2321       | Belaba Road                         | \$17,007                        |                         | \$15,394.69                             | \$15,394.69                        | 90.5          | completed   |
| S<br>R   | 90  | 2322       | Fairview Road                       | \$26,436                        |                         | \$14,791.99                             | \$14,791.99                        | 56.0          | completed   |
| S<br>R   | 92  | 2357       | Strathmore Road                     | \$6,360                         |                         | \$6,105.69                              | \$6,105.69                         | 96.0          | completed   |
| S<br>R   | 95  | 2323       | Banarway Crossing Road              | \$22,360                        |                         | \$24,271.65                             | \$24,271.65                        | 108.5         | completed   |
| S<br>R   | 98  | 2324       | Lorne Road                          | \$72,913                        |                         | \$77,865.06                             | \$77,865.06                        | 106.8         | completed   |
| S<br>R   | 101 | 2325       | Wilby Wilby Road                    | \$1,084,467                     |                         | \$785,160.40                            | \$ 865086.40                       | 79.77         | In progress |

WALGETT SHIRE COUNCIL AGENDA

| Item No. | Work Order | Description of Works<br>(Road Name) | Amount to be contributed by RMS          | Amount spent by Council | Total Expenditure upto 31/03/2014 (RMS) | Total Expenditure Up to 31/03/2014 | Progress in % | Status |             |
|----------|------------|-------------------------------------|------------------------------------------|-------------------------|-----------------------------------------|------------------------------------|---------------|--------|-------------|
|          |            | 2387                                | Kurrajong Road under Wilby Wilby Funding | \$350,000               | 10,000                                  | \$283,714.61                       | \$293,714.61  | 83.9   | completed   |
| S R      | 102        | 2326                                | Angledool Road                           | \$244,548               |                                         | \$258,438.52                       | \$258,438.52  | 105.7  | completed   |
| S R      | 103        | 2327                                | Bugilbone Road                           | \$130,824               |                                         | \$116,081.34                       | \$116,081.34  | 88.7   | completed   |
| S R      | 110        | 2328                                | Kurrajong Road                           | \$5,040                 |                                         | \$17,367.15                        | \$17,367.15   | 344.6  | completed   |
| S R      | 111        | 2329                                | Narran Lake Road                         | \$20,170                | 4,047                                   | \$22,186.88                        | \$26,233.88   | 130.1  | completed   |
| S R      | 112        | 2330                                | Brewon Road                              | \$72,024                |                                         | \$71,583.71                        | \$71,583.71   | 99.4   | completed   |
| S R      | 113        | 2331                                | Binghi Road                              | \$13,168                | 2,640                                   | \$14,720.40                        | \$17,360.35   | 131.8  | completed   |
| S R      | 114        | 2332                                | Bogewong Road                            | \$24,378                |                                         | \$19,476.40                        | \$19,476.40   | 79.9   | completed   |
| S R      | 115        | 2333                                | Aberfoyle Road                           | \$18,266                |                                         | \$14,781.94                        | \$14,781.94   | 80.9   | completed   |
| S R      | 116        | 2334                                | Goangra Road                             | \$185,711               |                                         | \$136,686.27                       | \$136,686.27  | 73.6   | completed   |
| S R      | 117        | 2335                                | Beanbri Road                             | \$499,530               |                                         | \$12,047.29                        | \$12,047.29   | 2.4    | In progress |
| S R      | 118        | 2336                                | Yarraldool Road                          | \$140,365               |                                         | \$139,941.23                       | \$139,941.23  | 99.7   | completed   |
| S R      | 121        | 2337                                | Pian Creek Road                          | \$156,948               |                                         | \$127,932.53                       | \$127,932.53  | 81.5   | completed   |
| S R      | 122        | 2338                                | Old Burren Road                          | \$54,015                |                                         | \$91,376.97                        | \$91,376.97   | 169.2  | completed   |
| S R      | 123        | 2339                                | Rowena Road                              | \$131,288               |                                         | \$75,917.48                        | \$75,917.48   | 57.8   | completed   |

WALGETT SHIRE COUNCIL AGENDA

| Item No. | Work Order  | Description of Works<br>(Road Name) | Amount to be contributed by RMS | Amount spent by Council | Total Expenditure upto 31/03/2014 (RMS) | Total Expenditure Up to 31/03/2014 | Progress in % | Status    |
|----------|-------------|-------------------------------------|---------------------------------|-------------------------|-----------------------------------------|------------------------------------|---------------|-----------|
| R        |             |                                     |                                 |                         |                                         |                                    |               | d         |
| S<br>R   | 124<br>2340 | Dundee Road                         | \$52,470                        |                         | \$63,254.18                             | \$63,254.18                        | 120.6         | completed |
| S<br>R   | 125<br>2341 | Glen Eden Road                      | \$145,997                       |                         | \$150,200.65                            | \$150,200.65                       | 102.9         | completed |
| S<br>R   | 126<br>2406 | Purtles Road                        | \$53,486                        |                         | \$50,234.41                             | \$50,234.41                        | 93.9          | completed |
| S<br>R   | 127<br>2342 | Boora Road                          | \$21,870                        |                         | \$31,053.89                             | \$31,053.89                        | 142.0         | completed |
| S<br>R   | 128<br>2343 | Camerons Lane                       | \$36,389                        | 6,000                   | \$66,765.23                             | \$72,765.23                        | 200.0         | completed |
| S<br>R   | 129<br>2344 | George Sands Way                    | \$131,640                       |                         | \$116,228.41                            | \$116,228.41                       | 88.3          | completed |
| S<br>R   | 131<br>2345 | O'Neils Road                        | \$59,754                        |                         | \$78,426.46                             | \$78,426.46                        | 131.2         | completed |
|          |             | 2346                                |                                 |                         |                                         |                                    |               | completed |
|          |             | Tip Road                            | \$70,200                        |                         | \$63,214.15                             | \$63,214.15                        | 90.0          | completed |
|          |             | Emergency Works                     | \$476,727                       |                         | \$476,727.00                            | \$476,727.00                       | 100.0         | completed |
|          |             | Council's Contribution              | -\$29,000                       |                         |                                         |                                    |               |           |
|          |             |                                     | <b>\$5,844,947</b>              | <b>\$29,131</b>         | <b>\$4,860,519.32</b>                   | <b>\$4,950,040.35</b>              | 84.69         |           |

WALGETT SHIRE COUNCIL AGENDA

Regional Roads

| Item No. | Work Order | Road name | Amount to be Contributed by Council | RMS's Contribution | Total Expenditure to 4/10/2013 | %                     | Status        |           |
|----------|------------|-----------|-------------------------------------|--------------------|--------------------------------|-----------------------|---------------|-----------|
| 1        | RR329      | 2347      | MERRYWINE BONE ROAD                 | N/A                | \$3,822,345                    | \$3,750,267.56        | 98.11         | completed |
| 2        | RR333      | 2348      | CARRINDA ROAD                       | N/A                | \$552,750                      | \$693,906.02          | 125.54        | completed |
| 3        | RR402      | 2349      | GINGIE/LLANILLO                     | N/A                | \$628,763                      | \$586,009.45          | 93.20         | completed |
| 5        | RR426      | 2350      | SHERMANS WAY                        | N/A                | \$29,480                       | \$13,953.23           | 47.33         | completed |
| 5        | RR426      | 2351      | RIDGE ROAD                          | N/A                | \$55,228                       | \$55,228.00           | 100.00        | completed |
| 6        | RR457      | 2352      | GUNDABLOUI ROAD                     | N/A                | \$348,161                      | \$360,362.64          | 103.50        | completed |
| 7        | RR7716     | 2353      | COME BY CHANCE                      | N/A                | \$168,578                      | \$179,377.19          | 106.41        | completed |
|          | Emergency  |           |                                     |                    | \$173,474.11                   | \$173,474.11          | 100.00        | completed |
|          |            |           | <b>TOTAL</b>                        |                    | <b>\$5,778,779</b>             | <b>\$5,812,578.20</b> | <b>100.58</b> |           |

| Summary        |                         |                              |               |
|----------------|-------------------------|------------------------------|---------------|
| Road Hierarchy | Toad amount             | Expenditure up to 31/03/2014 | Status        |
| Local Roads    | \$ 5,844,948.00         | \$ 4,950,040.35              | 84.69%        |
| Regional Roads | \$ 5,778,779.00         | \$ 5,812,578.20              | 100.58%       |
| <b>TOTAL</b>   | <b>\$ 11,623,727.00</b> | <b>\$ 10,762,618.55</b>      | <b>92.59%</b> |

## **MONTHLY RMCC WORKS REPORT FROM DIRECTOR ENGINEERING SERVICES – APRIL 2014**

**REPORTING SECTION:** Engineering Services  
**AUTHOR:** Ramesh Sharma –Roads and Bridges Engineer  
**FILE NUMBER:** 11/211

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### **Summary:**

The purpose of this report is to inform Council of progress relating to the RMCC works to 3 April, 2014.

### **Background:**

RMS has awarded a contract of \$6,417,868.37 for the 2013/2014 financial year. The scope of works involved in this contract include:

Resealing, geo textile work on SH29 west, shoulder widening on SH29 west, rehabilitation work on HW29 East Pian creek, flood damage works and routine works.

### **Current Position:**

Currently, two Council teams are working on the state highway. One team is working on heavy patching work on the Castlereagh Highway and the other team is working on the Kamilaroi highway West Ulah widening project.

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

Nil

### **Governance issues:**

Nil

### **Environmental issues:**

Nil

### **Stakeholders:**

Walgett Shire  
Walgett Residents

**Financial Implications:**

As at 3 April 2014, \$4,583,201.95 has been spent from a total amount of \$6,417,868.37, provided in the 2013/2014 budget.

**Alternative Solutions/Options:**

Nil

**Conclusion:**

Council will continue in monitoring the work progress of RMCC to ensure the works are completed within the guidelines.

**Monthly RMCC works Report from Director Engineering Services – April 2014**

**Recommendation:**

That Council receive and note the monthly RMCC works report for April 2014.

**Moved:**

**Seconded:**

**Attachments:**

RMCC works summary.

The funding allocations for 2013/2014 RMCC works are \$ 6,417,868.37. The details are as follows:

| <b>SN</b> | <b>Description</b>                          | <b>Budget</b>          | <b>Expenditure Till<br/>20/01/2014</b> | <b>Status</b>                       |
|-----------|---------------------------------------------|------------------------|----------------------------------------|-------------------------------------|
| 1         | Resealing                                   | \$ 1,240,000.00        | \$ 1,116,000.00                        | 90%                                 |
| 2         | Heavy patching                              | \$ 439,000.00          | \$ 438,417                             | Completed                           |
| 3         | SH29 west<br>Geotextile<br>Rehab final seal | \$ 275,483.53          | \$242,034.70                           | 88 %                                |
| 4         | HW29 west<br>widening                       | \$ 728,384.84          | \$728,384.84                           | Completed                           |
| 5         | HW29 east Pian<br>Creek rehab               | \$ 1,050,000.00        | -                                      | Planned to<br>start after<br>Easter |
| 6         | Flood damage                                | \$ 1,500,000.00        | \$ 1,045,863.00                        | 70 %                                |
| 7         | Routine works                               | \$ 1,185,000.00        | \$ 1,012,502.41                        | 85 %                                |
|           | <b>TOTAL</b>                                | <b>\$ 6,417,868.37</b> | <b>\$ 4,583,201.95</b>                 | <b>71.41 %</b>                      |



## 14.5 Director Urban Infrastructure Services

### ***LINE MARKING FEE SPORTS GROUND: FEES AND CHARGES***

**REPORTING SECTION:** Urban Infrastructure Services  
**AUTHOR:** Prafulla K.C.-Acting Director Urban Infrastructure Services  
**FILE NUMBER:** 13/288

#### **Summary:**

This report recommends Council adopt the proposed sports ground line marking fee for the 2014/2015 financial year.

#### **Background:**

Council has an obligation to provide services to the community. Line marking of the sporting grounds is one of the obligatory services Council has been providing to the community without any profit margin. However the service provided shall be sustainable and be able to recover the incurred cost.

The cost of line marking has not been increased since 2005.

#### **Current Position:**

The adopted line marking fee for the sportsgrounds in the 2013/2014 financial year is \$307.50 including GST. The actual incurred cost of line marking in Walgett/Lighting Ridge per season is \$690.80 including GST and \$338.35 per single event. If line marking is required in Carinda, Burren Junction and Rowena staff from Walgett and Collarenebri have to travel to these villages. If travel time is to be taken into account the actual cost will be higher than rendering service in Walgett or Lightning Ridge. Therefore to subsidize these small villages and make uniformity in the line marking price a fee of \$690.80 per season and \$338.35 per single event is proposed. The proposed fee is more half the price of what neighbouring Councils are charging for the same service.

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

Management Fees and Charges 2013/2014.

#### **Governance issues:**

If the requested fee is approved, Council may receive resistance from the sporting community.

#### **Environmental issues:**

Nil

#### **Stakeholders:**

Walgett Shire Council  
Residents  
Sporting Groups

**Financial Implications:**

Council may recover cost if proposed increment in fee is adopted.

**Alternative Options:**

Do not increase the fee and keep on incurring loss.

**Conclusion:**

**Sportsground Line marking Fee: Fees and Charges**

**Recommendation:**

1. That Council endorse and adopt the proposed sportsground line marking fee for the 2014/2015 financial year.
2. That Council adopt the line marking fee of \$690.80 including GST per season and \$338.35 including GST per event.

**Moved:**

**Seconded:**

**Attachments:**

Nil

**MATTERS GENERALLY FOR BRIEF MENTION OR INFORMATION ONLY – URBAN INFRASTRUCTURE SERVICES APRIL 2014**

**REPORTING SECTION:** Urban Infrastructure Services  
**AUTHOR:** Prafulla K.C. – Acting Director Urban Infrastructure Services  
**FILE NUMBER:** 09/1455

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**1. Walgett Levee Refurbishment-Stage 4**

The tender for Walgett Levee Refurbishment stage 4 closed on 25/03/2014. This stage covers 3374 metres. Only three tenders were received for the project. Public Works is currently undertaking safety and financial checks of the preferred tenderer. A tender recommendation will be made to the Council at the May Council meeting. This is the last section of levee refurbishment. The next section will be surrounding the Walgett Landfill and Sewerage Treatment Plant.

**2. Aboriginal Community Water and Sewerage Operation and Maintenance Work Contract**

Council, along with support from the Walgett Aboriginal Land Council submitted the Operation and Maintenance (O&M) service contract price to the New South Wales Office of Water (NOW) to provide Water and Sewerage O&M services to the Namoi, Gingie and Wollie Aboriginal communities. Council has been in principal verbally advised by NOW acceptance and approval of the submitted price and requested to take over O&M contract of these communities from 1<sup>st</sup> April 2014. Council is expected to earn approximately \$55,000 per year from this contract. The contract will be valid for a five-year period.

**3. Walgett New Water Treatment Plant 1.5 ML/day**

The construction of the new Water Treatment Plant is progressing on schedule. To date civil works for clarifier, clear water tank, and filter, control and chemical buildings have been completed. Mechanical works for clarifier and filter has been progressing offsite. The new treatment plant would be similar to the process used at the existing water treatment plant. However a more robust design with lagoon sedimentation / filtration will be provided with more automation and monitoring abilities which will significantly improve production performance compared to that of the existing plant. The project shall be finished and commissioned by early October 2014.

**4. Pipeline contract and Namoi Sewerage Upgrade Project**

Sixty percent of the works of the upgrading of new water reticulation and sewer supply system in Walgett and Namoi village have been completed. Horizontal directional drilling of water and sewer mains in Namoi River has been completed. Construction of sewer pump station in Namoi Village is progressing. The whole project is expected to be completed and commissioned in June 2014.

**5. Walgett Levee Construction Grant Application**

Council has submitted two applications for the Walgett Levee Upgrade Grant. The new section will cover the tip and STP and is divided into two construction stages.

**Matters Generally for Brief Mention or Information only from Acting Director Urban Infrastructure Services – April 2014**

**Recommendation:**

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

**Moved:**

**Seconded:**

**Attachments:**

Nil