



# **AGENDA FOR ORDINARY COUNCIL MEETING**

## **23<sup>rd</sup> August 2016**

**NOTICE IS HEREBY GIVEN** pursuant to clause 7 of Council's Code of Meeting Practice that the Ordinary Council Meeting of Walgett Shire Council will be held at the **Walgett Shire Council Chambers** on **Tuesday 23 August 2016** commencing at 10:00am to discuss the items listed in the Agenda.

\*LUNCH FOR RETIRING COUNCILLOR TO FOLLOW\*

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.

**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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## **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 minutes presentations and must also relate to items listed within the Business Paper)*

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

At this juncture, Councillors should indicate any items in which they have an interest and therefore will not be participating in discussion or voting.

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

### **7.1 MINUTES OF ORDINARY COUNCIL MEETING HELD 26<sup>TH</sup> JULY 2016**

| <b>Minutes of Ordinary Council Meeting – 26<sup>th</sup> July 2016</b>                                                                                                                                                                   |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <p>That the minutes of the Ordinary Council meeting held 26 July 2016, having been circulated be confirmed as a true and accurate record of that meeting.</p> <p><b>Moved:</b></p> <p><b>Seconded:</b></p> |

**Attachment**

Minutes of Meeting held 26<sup>th</sup> July 2016.



# **MINUTES FOR ORDINARY COUNCIL MEETING**

**26<sup>th</sup> July, 2016**

**NOTICE IS HEREBY GIVEN** pursuant to clause 7 of Council's Code of Meeting Practice that the Ordinary Council Meeting of Walgett Shire Council was held at the **Rowena Pub** on **26<sup>th</sup> July 2016** commencing at 10:30 am to discuss the items listed in the Agenda.

**ADOPTED: 23<sup>rd</sup> August**

Don Ramsland  
**GENERAL MANAGER**

## CONFLICT OF INTERESTS

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- The Councillor or member must not be present at, or in sight of, the meeting of the Council or Committee:
  - (c) At any time during which the matter is being considered or discussed by the Council or Committee, or
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**MINUTES OF THE ORDINARY MEETING OF THE WALGETT SHIRE COUNCIL HELD AT THE ROWENA PUB ON TUESDAY 26 JULY 2016 AT 10:30 AM**

**PRESENT**

|                  |                                                         |
|------------------|---------------------------------------------------------|
| Clr D Lane       | (Mayor)                                                 |
| Clr J Keir       | (Deputy Mayor)                                          |
| Clr G Murray     |                                                         |
| Clr R Greenaway  |                                                         |
| Clr M Martinez   |                                                         |
| Clr M Taylor     |                                                         |
| Clr I Woodcock   |                                                         |
| Don Ramsland     | (General Manager)                                       |
| Michael Urquhart | (Chief Financial Officer)                               |
| Prafulla KC      | (Acting Deputy Director Engineering/Technical Services) |
| Bronte Kerr      | (Minute Secretary)                                      |

**1/2016/8 Apologies**

**Resolved:**

That the apologies received from Councillors Walford and Cooper are accepted and a leave of absence granted.

**Moved:** Clr Greenaway

**Seconded:** Clr Murray

**CARRIED**

**Public Forum Presentations**

Mark Walsh discussed the placement of the caravan park signage in Lightning Ridge and the effects it is having on his business and tourist. Mr Walsh would like to have the signage improved for all parties involved.

Tanya Cameron advised the CWA are having the quarterly meeting on 7 August, 2016 and the State CWA will be preparing a submission in relation to the Far West Initiative Discussion Paper when released for public comment.

**Declaration of Pecuniary/Non Pecuniary Interests**

Clr Martinez declared a pecuniary interest in items 14.4.2 and 14.4.3

Clr Keir declared a pecuniary interest in item 14.4.2

**Confirmation of Minutes**

**2/2016/8 Minutes of Ordinary Council Meeting – 28 June 2016**

**Resolved:**

That the minutes of the Ordinary Council meeting held 28 June 2016, having been circulated be confirmed as a true and accurate record of that meeting.

**Moved:** Clr Keir

**Seconded:** Clr Taylor

**CARRIED**

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

**Mayoral Minutes**

**3/2016/8 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 Lane

**Seconded:** Clr Woodcock

**CARRIED**

**4/2016/8 Lightning Ridge Reserve Trust Management Committee****Resolved:**

That the Mayor and General Manager investigate the proposed formation and operation of the Lightning Ridge Reserve Trust Management Committee.

**Moved:** Cllr Martinez  
**Seconded:** Cllr Greenaway

**CARRIED****Reports of Committees/Delegates****5/2016/8 Minutes of Plant Committee meeting held 6<sup>th</sup> July 2016****Resolved:**

That the minutes of the Plant Committee Meeting held 6<sup>th</sup> July 2016 be received and noted and the recommendations contained therein adopted as resolutions of Council.

**Moved:** Cllr Woodcock  
**Seconded:** Cllr Murray

**CARRIED****6/2016/8 Minutes of Western Division Mid-Term meeting held 11<sup>th</sup> July 2016****Resolved:**

That the minutes of the Western Division Mid-Term meeting held 11<sup>th</sup> July 2016 be received and noted.

**Moved:** Cllr Greenaway  
**Seconded:** Cllr Keir

**CARRIED****7/2016/8 Minutes of GMAC Meeting held 23 June 2016****Resolved:**

That the minutes of the GMAC Meeting held 23 June 2016 be received and noted.

**Moved:** Cllr Woodcock  
**Seconded:** Cllr Keir

**CARRIED****Reports from Officers****8/2016/8 Council's Decision Action Report – July 2016****Resolved:**

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

**Moved:** Cllr Greenaway  
**Seconded:** Cllr Murray

**CARRIED****9/2016/8 Weekly's received from the Local Government NSW****Resolved:**

That the information contained in the weekly circulars numbers 25-27 from the Local Government NSW be received and noted.

**Moved:** Cllr Woodcock  
**Seconded:** Cllr Taylor

**CARRIED**

**10/2016/8 Circulars Received from the NSW Office of Local Government****Resolved:**

That the information contained in the following Departmental circular 18-23 from the Local Government Division Department of Premier and Cabinet be received and noted.

**Moved:** Clr Greenaway

**Seconded:** Clr Keir

**CARRIED**

**11/2016/8 Monthly Calendar June – September 2016****Resolved:**

That Council receive and note the regular monthly calendar for the period July – September 2016.

**Moved:** Clr Keir

**Seconded:** Clr Woodcock

**CARRIED**

**12/2016/8 Fees for Mayor and Councillors 2016/2017****Resolved:**

1. The Councillor fee for 2016/17 be \$11,290
2. The Mayoral fee for 2016/17 be \$24,630
3. 25% of the Mayoral fee be allocated to the Councillor who occupies the position of Deputy Mayor

**Moved:** Clr Greenaway

**Seconded:** Clr Taylor

**CARRIED**

**13/2016/8 Revised Drug and Alcohol Policy****Resolved:**

Council adopt the updated Drug and Alcohol policy to enable appropriate drug testing to be undertaken.

**Moved:** Clr Woodcock

**Seconded:** Clr Keir

**CARRIED**

**14/2016/8 Fixing of Country Roads Programme – Future Approach to Funding and Works****Resolved:**

That the General Manager's report with regards the Fixing Country Roads Programme:

1. Be received and noted.
2. That a further report be submitted to the August meeting detailing a revised works programme for 2016/17 together with revised funding arrangements.
3. Council adopt the revised tender documentation approach detailed above to cater for the possible introduction of competitive tendering for future grant works.
4. Council commence negotiations with staff and relevant unions to address the various issues likely to arise when competitive tendering is introduced.

**Moved:** Clr Greenaway

**Seconded:** Clr Murray

**CARRIED**

**15/2016/8 Matters Generally For Brief Mention or Information Only****Resolved:**

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

**Moved:** Cllr Greenaway

**Seconded:** Cllr Keir

**CARRIED**

**16/2016/8 Cash and Investment Report as at 30<sup>th</sup> June 2016****Resolved:**

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

**Moved:** Cllr Woodcock

**Seconded:** Cllr Taylor

**CARRIED**

**17/2016/8 Quarterly Outstanding Rates Report – June 2016****Resolved:**

Council receive and note the report.

**Moved:** Cllr Keir

**Seconded:** Cllr Murray

**CARRIED**

**18/2016/8 Stocktake Variance Financial Year 2016****Resolved:**

That Council approve the write on of stock with a total value of \$1,747.41 to the stores ledger.

**Moved:** Cllr Woodcock

**Seconded:** Cllr Martinez

**CARRIED**

**19/2016/8 Council Insurance Renewals 2016-2017****Resolved:**

That the report be received and noted

**Moved:** Cllr Taylor

**Seconded:** Cllr Murray

**CARRIED**

**20/2016/8 Community Development Report April – June 2016****Resolved:**

That the report for Community Development for April- June 2016 be received and noted.

**Moved:** Cllr Woodcock

**Seconded:** Cllr Keir

**CARRIED**

**21/2016/8 Walgett Shire Council Community Safety Plan****Resolved:**

1. That the Chief Financial Officers Report be received.

2. That Council place the Draft Walgett Shire Crime Prevention & Community Safety Plan on public exhibition for a period of 28 days from 29<sup>th</sup> June, 2016.

**Moved:** Clr Greenaway  
**Seconded:** Clr Woodcock

**CARRIED**

#### **22/2016/8 Sale of Council Properties**

**Resolved:**

a) That Council receive the Chief Financial Officers report.

b) The Chief Financial Officer arrange for valuations of the three (3) properties:

46 Euroka Street Walgett  
32 Namoi Street Walgett  
45 Pitt Street Walgett;

c) Council engage a local auctioneer and proceed to auction all three (3) properties.

d) When all properties are sold the Chief Financial Officer shall table a report to Council detailing with stage two of the proposal including acquisition of suitable land and construction of four (4) (two) bedroom units.

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

**CARRIED**

#### **22/2016/8 Matters Generally for Brief Mention or Information Only – From Chief Financial Officer**

**Resolved:**

That the Matters Generally for Brief Mention or Information Only from the Chief Financial Officer for:

1. Installation of Air conditioning Administration Centre.
2. Spider Brown Oval Facilities
3. Walgett Long Jump Pit
4. Lightning Ridge Bore Baths
5. Disable Toilet at the Lightning Ridge Visitor Information Centre
6. Community Building partnership Grant Application 2016 – Burren Junction Hall
7. Customer Action Request System
8. End of Year financial Statements
9. Lightning Ridge Visitor Information Centre
10. Public Works Workshop – Gavin Priestly
11. Local Government Week

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

**CARRIED**

*The meeting adjourned for morning tea at 12:53pm*

*The meeting resumed at 1.35pm with all those previously present again present.*

#### **23/2016/8 Companion Animal Issues – Large Dogs**

**Recommendation:**

Walgett Shire Council resolve to:

1. Note the report as written above;
2. Conduct dog blitz operations of a similar nature on a regular basis in the future.

**Moved:** Clr Greenaway  
**Seconded:** Clr Keir

|                                                                                                                                                                                                                             |  |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| <b>CARRIED</b>                                                                                                                                                                                                              |  |
| <b>24/2016/8 Lightning Ridge Town Signage</b>                                                                                                                                                                               |  |
| <b>Resolved:</b><br><br>Not proceed with tabled proposal but review other options.<br><br><b>Moved:</b> <b>Clr Woodcock</b><br><b>Seconded:</b> <b>Clr Martinez</b>                                                         |  |
| <b>CARRIED</b>                                                                                                                                                                                                              |  |
| <b>25/2016/8 Matters Generally for Brief Mention or Information only from Director of Environmental Services</b>                                                                                                            |  |
| <b>Resolved:</b><br><br>Receive and note the report by the Director of Environmental Services on matters for brief mention, or information only.<br><br><b>Moved:</b> <b>Clr Keir</b><br><b>Seconded:</b> <b>Clr Murray</b> |  |
| <b>CARRIED</b>                                                                                                                                                                                                              |  |
| <b>26/2016/8 Monthly RMCC works Report from Acting Director Engineering Technical Services</b>                                                                                                                              |  |
| <b>Resolved:</b><br><br>That Council receive and note the monthly RMCC works report for July 2016.<br><br><b>Moved:</b> <b>Clr Woodcock</b><br><b>Seconded:</b> <b>Clr Keir</b>                                             |  |
| <b>CARRIED</b>                                                                                                                                                                                                              |  |
| <i>Clr Keir and Clr Martinez declared a pecuniary interest in the following item and left the meeting at 1:51pm.</i>                                                                                                        |  |
| <b>27/2016/8 Monthly Maintenance Grading Report from Director Technical/Engineering Services</b>                                                                                                                            |  |
| <b>Resolved:</b><br><br>That Council receive and note the monthly maintenance grading works report for June 2016.<br><br><b>Moved:</b> <b>Clr Woodcock</b><br><b>Seconded:</b> <b>Clr Taylor</b>                            |  |
| <b>CARRIED</b>                                                                                                                                                                                                              |  |
| <i>Clr Keir returned to the meeting at 1:53pm.</i>                                                                                                                                                                          |  |
| <b>28/2016/8 Monthly Progress report from Acting Director Engineering/ Technical Services</b>                                                                                                                               |  |
| <b>Resolved:</b><br><br>That Council receive and note the Engineering Services monthly works progress report for June 2016.<br><br><b>Moved:</b> <b>Clr Murray</b><br><b>Seconded:</b> <b>Clr Greenaway</b>                 |  |
| <b>CARRIED</b>                                                                                                                                                                                                              |  |
| <i>Clr Keir returned to the meeting at 1:55pm.</i>                                                                                                                                                                          |  |
| <b>29/2016/8 Matters Generally For Brief Mention or Information Only</b>                                                                                                                                                    |  |
| <b>Resolved:</b>                                                                                                                                                                                                            |  |

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

**Moved: Cllr Greenaway**  
**Seconded: Cllr Woodcock**

**CARRIED**

**Sharon Grierson from Roads and Maritime Services – Manager Network and Safety Services discussed the following;**

- Council consider seeking additional funding for the Pedestrian Access Management Plan (PAMP) from RMS to allow for a more strategic study to be undertaken looking at how the Communities can grow.
- Having the strategic study will assist in future grant funding applications.
- The current funding agreement will only provide a basic study and won't be as valuable to Council as that with a strategic approach.

## **QUESTIONS FOR THE MEETING**

**Cllr Murray – Nil**

**Cllr Martinez**

**Q1.**

Can Council change the 'closed during cleaning times' sign at bore baths in Lightning Ridge because tourists are driving away when they see the word 'closed'?

**Response**

The Acting Director Urban Services to investigate and take action accordingly.

**Cllr Taylor**

**Q1.**

Can Council grade the tourist roads in Lightning Ridge?

**Response**

The General Manager advised that Council will not grade those roads as they are not the responsibility of Council.

*Cllr Taylor advised that the traffic on the Three Mile Road had increased and is now causing a dust problem. Cllr Lane explained that such issue is to be referred to the Traffic Committee.*

**Q2.**

What is the progress on the disabled toilets and showers at the bore baths of Lightning Ridge?

**Response**

The Chief Financial Officer to investigate and report accordingly.

**Q3.**

Can Council provide a report on the progress of the Grawin Bore project?

**Response**

The Acting Director Urban Services to report accordingly.

*Cllr Taylor asked if Council could send a letter of congratulations to Danielle Osborne for being awarded the SES person of the year*

**Cllr Woodcock**

**Q1.**

What is the update on the Spider Brown oval?

**Response**

The Acting Director Urban Services to investigate and report accordingly.

**Q2.**

Have any drought relief projects been approved yet?

**Response**

The General Manager advised Council has received approval for fencing projects including Carinda, Collarenebri, Rowena and Come By Chance landfills and the Spider Brown Sporting Oval.

**Q3.**

What is the start date for the Lightning Ridge Airport upgrade project?

**Response**

The project commence shortly, Council is seeking CASA approval first.

**Q4.**

What is the progress of the air services returning to the area?

**Response**

The General Manager advises that all four parties who lodged an expression of interest in air services provision have withdrawn and the Government is looking at alternative proposals.

**Clr Greenaway**

Clr Greenaway advised that the house numbers in Walgett are difficult to locate.

**Response**

The General Manager advises that street numbers were installed in all Walgett properties in early 2013 by the Walgett Community Promotions Group.

**Clr Keir**

**Q1.**

Can Council roll the funds from the 2016 Dick Colless Scholarship Award into next year's budget line?

**Response**

The General Manager advised that the 2016 Dick Colless Scholarship Award was advertised in December 2015 and January 2016 and the applications closed on Monday 1 February 2016. No applications were received by Council and the funds will be transferred into the following year.

**30/2016/8 Move into Closed Session at 2:35pm**

**Resolved:**

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

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

**Moved:** Clr Greenaway

**Seconded:** Clr Keir

**CARRIED**

**31/2016/8 Offer for Purchase of Land in Walgett CBD**

**Resolved:**

That Council note that the offer of \$70,250 for the tender purchase of land at the corner of Fox/Neill Streets has been accepted, that contacts are being drawn up and exchanged and that the land is to be classified as operational land pursuant to Section 31 (2) of the Local Government Act 1993 once the sale is finalised.

**Seconded:** Clr Murray

**Moved:** Clr Keir

**CARRIED**

**32/2016/8 Deferred to August 2016 Council Meeting -Shop awning remediation & Orders, Wilson St, Collarenebri**

**Resolved:**

Report is deferred till Council's August meeting.

**Moved:** Clr Greenaway

**Seconded:** Clr Martinez

**CARRIED**

**33/2016/8 Return to Open Session at 2:53 pm**

**Resolved:**

That Council return to open session.

**Moved:** Clr Murray

**Seconded:** Clr Greenaway



|                |
|----------------|
| <b>CARRIED</b> |
|----------------|

|                                                     |
|-----------------------------------------------------|
| <b>34/2016/8 Adoption of Closed Session Reports</b> |
|-----------------------------------------------------|

**Resolved:**

That Council adopt the recommendations of the Closed Committee Reports.

- Offer for Purchase of Land in Walgett CBD
- Deferred to August 2016 Council Meeting -Shop awning remediation & Orders, Wilson St, Collarenebri

**Moved:**            **Clr Greenaway**

**Seconded:**      **Clr Keir**

**CARRIED**

**Close of Meeting**

The meeting closed at 2:54pm

To be confirmed at the meeting of Council to be held on 23<sup>rd</sup> August 2016.

\_\_\_\_\_  
Mayor

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

## **8. RESERVE TRUST MANAGEMENT COMMITTEE REPORTS – NIL**

## **9. MAYORAL MINUTES**

### ***MATTERS GENERALLY FOR BRIEF MENTION OR INFORMATION ONLY FROM MAYOR***

**REPORTING SECTION:** Governance  
**AUTHOR:** Cllr David Lane – Mayor

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#### **Wednesday 27<sup>th</sup> July**

Met with Kevin Humphries MP and representatives of the LRMA at LRMA offices.

#### **Thursday 11<sup>th</sup> August**

Attended cheque presentation at council chambers, community representatives and police superintendent and Kevin Humphries MP. Funding for CCTV Fox St Walgett and for cleaning up BMX track reserve Lightning Ridge.

#### **Tuesday 16<sup>th</sup> August**

Met with Mr Danny Lester Deputy State Ombudsman (Aboriginal Programs) at Council Chambers, also in attendance were representatives of Walgett ALC, Working Party and Walgett AMS. Discussion involved consideration of an MOU between council and all three organisations.

Later we met with ALC and Mr Lester in relation to improving roads and facilities within the two reserves.

#### **Thursday 18<sup>th</sup> August**

Attended the Cumborah and Grawin community information session on Local Government reform.

| <b>Matters Generally For Brief Mention or Information Only From Mayor</b>                                                                                                        |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <p>That the matters listed by the Mayor for brief mention or information only be received and noted.</p> <p><b>Moved:</b><br/><b>Seconded:</b></p> |

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

## **11. PRESENTATION OF PETITIONS- NIL**

## **12. QUESTIONS FROM LAST MEETING**

### **QUESTIONS FOR NEXT MEETING**

#### **Clr Murray – Nil**

#### **Clr Martinez**

##### **Q1.**

Can Council change the 'closed during cleaning times' sign at bore baths in Lightning Ridge because tourists are driving away when they see the word 'closed'?

##### **Response**

The Acting Director Urban Services to investigate and take action accordingly.

#### **Clr Taylor**

##### **Q1.**

Can Council grade the tourist roads in Lightning Ridge?

##### **Response**

The General Manager advised that Council will not grade those roads as they are not the responsibility of Council.

##### **Q2.**

What is the progress on the disabled toilets and showers at the bore baths of Lightning Ridge?

##### **Response**

The Chief Financial Officer to investigate and report accordingly.

##### **Q3.**

Can council provide a report on the progress of the Grawin Bore project?

##### **Response**

The Acting Director Urban Services to report accordingly.

#### **Clr Woodcock**

##### **Q1.**

What is the update on the Spider Brown oval?

##### **Response**

The Acting Director Urban Services to investigate and report accordingly.

##### **Q2.**

Have any drought relief projects been approved yet?

##### **Response**

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**Q3.**

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**Response**

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**Q4.**

What is the progress of the air services returning to the area?

**Response**

The General Manager advises that all four parties who lodged an expression of interest in air services provision have withdrawn and the Government is looking at alternative proposals.

**Clr Greenaway**

Clr Greenaway advised that the house numbers in Walgett are difficult to locate.

**Response**

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**Clr Keir**

**Q1.**

Can Council roll the funds from the 2016 Dick Colless Scholarship Award into next year's budget line?

**Response**

The General Manager advised that the 2016 Dick Colless Scholarship Award was advertised in December 2015 and January 2016 and the applications closed on Monday 1 February 2016. No applications were received by Council and the funds will be transferred into the following year.

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

### **13.1 MINUTES OF LOCAL AREA TRAFFIC COMMITTEE MEETING HELD 11 AUGUST 2016**

| <b>Minutes of Local Area Traffic Committee Meeting held 11 August 2016</b>                                                                                                                                                                                            |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <p>That the minutes of the Local Area Traffic Committee meeting held 11 August 2016 be received and noted and the recommendations contained therein adopted as resolutions of Council.</p> <p><b>Moved:</b></p> <p><b>Seconded:</b></p> |

**Attachment**

Minutes of Meeting held 11 August 2016

**MINUTES OF THE MEETING OF THE LOCAL AREA TRAFFIC COMMITTEE HELD AT  
WALGETT COUNCIL MEETING ROOM ON THURSDAY 11 August 2016 AT 10:10 AM**

**PRESENT**

|                          |                                                          |
|--------------------------|----------------------------------------------------------|
| Don Ramsland             | (General Manager Walgett Shire Council)                  |
| David Vant               | (Road Safety & Traffic, Western Region, RMS NSW)         |
| Snr Con. Lockett         | (NSW Police)                                             |
| Snr Con. Gavin Partridge | (NSW Police)                                             |
| Prafulla KC              | (Director Engineering Services- Walgett Shire Council)   |
| Ann-Maree Ritchie        | (Records Administration Officer- Walgett Shire Council)  |
| Ali Colless              | (Administrative Service Officer – Walgett Shire Council) |

**1. APOLOGIES**

**Apologies – 11 August 2016**

**Recommendation:**

Apologies received from the following be accepted:

|                 |                                        |
|-----------------|----------------------------------------|
| Manuel Martinez | (Councillor – Walgett Shire Council)   |
| Ian Woodcock    | (Councillor – Walgett Shire Council)   |
| Jane Keir       | (Deputy Mayor – Walgett Shire Council) |

**Moved:** Consensus

**Seconded:**

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

Nil

**3. CONFIRMATION OF MINUTES**

**Minutes of Local Area Traffic Committee Meeting – 09 June 2016**

**Resolved:**

1. That the minutes of the Local Area Traffic Committee meeting held 09 June 2016, have been circulated, be confirmed as a true and accurate record of that meeting.

**Moved:** Consensus

**Second:**

**4. BUSINESS ARISING FROM PREVIOUS MINUTES**

**4.1 Walgett Main Street beautification**

PAMP (Pedestrian Access Mobility Plan) to be included in the 2016/2017 WSC Budget.

**ACTION:**

1. Council will engage consultant for PAMP study and conduct community workshop in Walgett, Lightning Ridge, Collarenebri, Burren Junction and Carinda.

**RECOMMENDATION:**

1. Advice of Council Meeting outcome to be sent to Sharon Grierson RMS. \$40-60k needed for funding reasonable study. Report for August 2016 Council Meeting.

#### **4.2 Trial bikes using vacant block at the end of Pandora Street**

**ACTION:**

1. Council to send letter to property owner.

**RECOMMENDATION:**

1. Nil

#### **4.3 Road Closure Signs**

**ACTION:**

1. David Vant to send through Narrabri Shire sample signs for KC to consider design.

**RECOMMENDATION:**

1. Nil

### **5. INCOMING CORRESPONDENCE**

#### **5.1 Bus Stop at Primary School**

Bus zone is a safety hazard as there is nowhere for busses to stop.

**ACTION:**

1. Bus zone to be swapped with teacher's parking and make three spaces drop off zone 8:00am - 9:30am, available for parents on a trial basis.

**RECOMMENDATION:**

1. Committee approved changes and to organise and respond to letters and advise school – see if changes can be circulated in school newsletter.

#### **5.2 Bridge Resurfacing**

**ACTION:**

1. KC has actioned the work and it will be started at the end of this month.

**RECOMMENDATION:**

1. Nil

**5.3 Letter from Marian Ward**

Wanting disabled parking spot on Fox street at Newsagents. Lines to be marked on Come-By-Chance Road. Change of parking out the front of the Council to make it easier to view oncoming traffic for giveaway sign of Euroka Street.

**ACTION:**

1. Council to consider a way forward.
2. Council to check if Come-By-Chance road is wide enough for centre lane marking.
3. Continuity/Giveaway sign markings required at Euroka / Fox Street intersection.
4. No action taken to change existing Parallel Parking in Pitt Street.
5. Council to consider parking spot in Fox Street outside Newsagents. Come-By-Chance road will be looked at when they get funding for upgrade for road. Add continuity line to giveaway sign at Euroka Street.

**RECOMMENDATION:**

1. *Response letter to be sent to Marian Ward* advising of action recommendation.

**5.4 Extension of Pandora Street****ACTION:**

1. Traffic Committee raises no objection to proposal.

**RECOMMENDATION:****6. GENERAL BUSINESS****6.1 50km sign on Three Mile Road coming from Morilla Street.**

50 km sign missing off post and people are speeding down street thinking it is an 80k zone.

**ACTION:**

1. Council has been requested to replace sign ASAP

**RECOMMENDATION:**

Nil.

**7. CLOSE OF MEETING – 11.55 am****8. CONFIRMATION OF NEXT MEETING – Thursday 13 October 2015, 10:00am**



## **14. REPORTS FROM OFFICERS**

### **14.1 GENERAL MANAGER**

#### **14.1.1 COUNCIL'S DECISION ACTION REPORT – AUGUST 2016**

**REPORTING SECTION:** General Manager  
**AUTHOR:** Don Ramsland  
**FILE NUMBER:** 16/39

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**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. Overtime the register has grown in size because, whilst resolutions are always action after the meeting, it is not always possible to resolve issues quickly especially if other government agencies are involved or our own in-house resources are stretched. And we have to prioritise work commitments.

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

Again, Councillors are reminded that many of the issues which are finding their way into questions for the next meeting of late are really ones that could more effectively be raised with senior management outside the meeting forum.

**Relevant Reference Documents/Policies:**

Resolution Register

**Governance issues:**

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

**Environmental issues:**

Nil

**Stakeholders:**

Council and Manex Team

**Financial Implications:**

Nil

**Alternative Solutions/Options:**

Nil

**Conclusion:**

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

**Council's Decision Action Report – August 2016****Recommendation:**

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

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

Resolution Register – August 2016

## RESOLUTION ACTION LIST

| <b>Date</b> | <b>Ref</b>      | <b>Resolution</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | <b>Department</b>                       | <b>Updates</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | <b>Completion date</b> |
|-------------|-----------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|
| 11.02.14    | 2/2014/39       | 1. That the content of the report be noted.<br>2. That the actions of the Acting General Manager to engage Lawyer Piper Alderman under the funding agreement with Bentham IMF Ltd be endorsed.<br>Moved: Clr Woodcock<br>Seconded: Clr Taylor                                                                                                                                                                                                                                                                                                                                                                               | Chief Financial Officer                 | 11.03.14 Matter ongoing.<br>15.04.14 Matter ongoing. Awaiting proof of debt from lawyers.<br>20.05.14 Proof of claim lodged with liquidators by lawyers.<br>14.07.14 Proof of claim admitted by liquidators.<br>12.08.14 Awaiting further update.<br>01.12.14 Ongoing.<br>03.02.15 Matter ongoing. Change of lawyer to Squire Patton Boggs.<br>24.03.15 Matter ongoing no further update.<br>28.04.15 Matter ongoing – no further update<br>26.05.15 \$200,000 in draft 2015/16 budget<br>23.06.15 Advice received that payment of interim dividend will be made around mid-July.<br>28.07.15 no further update received<br>18.8.15 payment authority provided<br>14.09.15 Net payment after cost of 10.99c in \$ of admitted claim expected shortly.<br>27.10.15 \$19,974.19 received as initial dividend<br>24.11.15 Matter in progress<br>27.05.16 Deed sent and bank details provided 26/05/2016 for payment.<br>19.8.16 Final Payment received |                        |
| 27.05.14    | 8/2014/21       | That the General Manager and Mayor be authorised to negotiate 2-3 year options on suitable land for commercial development in the Walgett CBD and also negotiate in relation to the possible commercial redevelopment of the carpark off Neilly Street, Walgett.<br>Moved: Clr Walford<br>Seconded: Clr Taylor<br>That the General Manager<br>1. Invite expressions of interest for the development of all or part of the CBD parking area<br>2. Consider submitting a tender price for land adjoining the CBD car park.<br>3. Advise the parties who have forwarded a draft MOU of the course of action Council is taking. | General Manager                         | 15.09.14 Negotiations continuing.<br>22.10.14 Awaiting draft MOU.<br>1.06.15 MOU being delayed because of ongoing drought conditions<br>18.11.15 Report to November Meeting<br>31.5.16 Report to May Meeting 2016<br>19.07.16 EOI called closing 25 July 2016<br>25.7.16 EOI received                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                        |
| 24.06.14    | 9/2014/21       | 1. That the General Manager be authorised to take the necessary steps to resolve outstanding Title issues.<br>2. That Council draft a Memorandum of Understanding regarding the development and exchange of the Neilly Street Carpark.<br>Moved: Clr Greenaway<br>Seconded: Clr Keir                                                                                                                                                                                                                                                                                                                                        | General Manager                         | 15.09.14 All owners contacted and in process of arranging transfers.<br>21.10.14 Solicitors advised matter nearing resolution.<br>10.6.15 Councils Solicitors have advised all parties contacted and necessary documentation is in the process of being signed.<br>18.11.15 Titled document lodged for stamp duty exemption.<br>31.5.16 Auditing issue of deeds                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                        |
| 26.08.15    | 11/2014/35      | 1. That the Mayor and General Manager be delegated authority to accept offers for Lot 157 DP 882747, and Lot 156 DP 882747 in Council's Industrial Subdivision, and that any necessary documentation be executed under the Common Seal of Council.<br>2. That the proceeds of sale be transferred to Council's Property Development Reserve.<br>Moved: Clr Lane<br>Seconded: Clr Cooper                                                                                                                                                                                                                                     | General Manager                         | 15.09.14 Negotiations continuing<br>30.6.16 transfer to reserve of sale proceeds                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Completed 30.6.16      |
| 28.10.14    | Qs next meeting | Can a roundabout be put in place in Fox Street near the BP?<br>Clr Murray                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Director Engineering/Technical Services | 28.10.14 Council is to forward the request to the Local Area Traffic Committee Meeting for consideration.<br>03.02.15 Matter referred to LATC. Due to cost this will not go ahead.<br>24.3.15 Has been discussed at RMCC meeting and advised to apply with revised data and case study<br>19.08.2015 Discussion in progress<br>17.11.015 Discussed during RMS meeting with safety committee and advised to submit a road safety audit report. RMS is in process to prepare the audit report.                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                        |
| 25.11.14    | Qs next meeting | Can flags be installed in Morilla and Opal Streets in Lightning Ridge as part of the Main Street Beautification Project?<br>Response                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | General Manager                         | 04.12.14 To be listed for discussion at next consultation session.in 2015<br>29.01.16 see report to February Meeting 2016<br>12.8.16 Flag prices being sourced                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                        |

|          |                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |  |
|----------|-----------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
|          |                 | The General Manager to investigate.<br>Clr Walford                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |  |
| 10.02.15 | 1/2015/26       | That Walgett Shire Council resolve to:<br>1. Defer this item to allow for Council staff to prepare a report regarding possible funding of 50% of the cost of updating security of premises to a pre-determined limit with the upgrade to occur within a specific time period.<br>2. Council staff also investigates the possibility of requesting business owners to repaint premises in heritage colours, with the support of a paint company.<br>Moved: Clr Taylor<br>Seconded: Clr Keir                                                                                                                                                                                                                                                                                           | Director<br>Environmental<br>Services         | - Wendy Azevedo notified of resolution via letter dated 26.2.15.<br>- Town Planner drafting request report for March 2015 Council meeting.<br>- Report to be resubmitted to Council once grant offers for premises upgrades publicly notified.<br>- Grant offers publicly available as of 23 June 2015.<br>- Grant offer of \$2,224 made to tenant in letter dated 14-10-2015.<br>- grant offers made 26.4.16                                                                                                                            |  |
| 10.02.15 | Qs next meeting | Can the bus parking area out the front of the Lightning Ridge School be resealed?<br>Clr Taylor                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Director<br>Engineering/Technical<br>Services | 24.3.15 Has been scheduled<br>30.03.15 investigated and estimation is in progress<br>17.06.2015 discussion with Principle is in process as the option to seal on the footpath and nature strip is a budget concern<br>22.07.2015 waiting a call from principal to discuss the matter<br>19.08.15 has been discussed in LATC held on 13/8/15 and has been submitted design and estimate to RMS for funding.<br>14.10.2015 has been discussed in LATC held on 8/10/2015. Waiting for more details from L/R school                          |  |
| 24.03.15 | 2/2015/4        | That Walgett Shire Council write to the minister for Western NSW, The Hon Kevin Humphries MP requesting the following:<br>1. That Crown lands investigate the establishment of a community based trust to manage the Lightning Ridge Crown Reserve.<br>2. That the committee should have representatives from LRMA, GGSMA, WSC and from the community via ministerial and or local member appointments, with technical advisors from Crown Lands and NSW Trade and Investment, Division of Resources & Energy.<br>3. That the trust elect internally its own executive and Chair. 4 Seek funding from Minister to prepare a Management Plan for the Reserve and a feasibility study on the acquisition of potential opal bearing lands.<br>Moved: Clr Lane<br>Seconded: Clr Woodcock | General Manager                               | 20.4.15 Letter to New Minister<br>10.06.15 issue raised with new Minister<br>06.08.15 meeting held with new minister in Sydney<br>18.8.15 Report to August Meeting<br>31.10.15 Trust being established<br>19.07.16 awaiting appointment of independent chairperson.                                                                                                                                                                                                                                                                      |  |
| 24.03.15 | 2/2015/24       | That Council resolve to:<br>1. Conduct the appropriate public consultation regarding the spelling of the Shire Road 26 in compliance with NSW Addressing User Manual – October 2014 and the Roads Regulation Act 2008 to confirm that an amendment is required.<br>2. If no objections are received during the public consultation period, Council submits a request to the geographical Names Board of New South Wales to have the spelling of SR26 amended to 'Hardy's Lease Road'.<br>3. Update all Council records and mapping pertaining to SR236 with the amended spelling.<br>Moved: Clr Greenaway<br>Seconded: Clr Taylor                                                                                                                                                    | Director<br>Environmental<br>Services         | 7-4-15 Letters sent to affected landholders regarding proposed name change. Advertised in newspaper column for 5 weeks. Consultation ended 15 May 2015 with no submissions received. Letter sent to Geographical Names Board on 26-5-2015 requesting name to be amended.<br>14.09.15 Response letter 3-7-2015 from Geographical Names Board indicating no objection to name change.<br>19-11-2015 Request to update road name sign issued.<br>Still awaiting reply from NSW Online Road Naming System to formalise gazettal of amendment |  |
| 24.03.15 | 2/2015/38       | 1. That Council receive and note the report<br>2. That Council endorse the action taken by General Manager to commence the weir raising project<br>3. Resolve the issue of ownership of the weir and approve to raise the weir height.<br>Moved: Clr Greenaway<br>Seconded: Clr Walford                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Director<br>Engineering/Technical<br>Services | Consultant engaged<br>Site investigation is scheduled on 25-26th June 2015<br>Site investigation for, geotech, REF and Heritage and historical items completed. Detail design is progressing.<br>14.09.15 Detail design of weir is progressing.<br>Weir ownership issue was discussed and agreed in principal between Water NSW and Council.                                                                                                                                                                                             |  |
| 28.04.15 | Qs next meeting | Is council going to install fencing to the weir to provide access?<br>Response<br>The General Manager advised that Council has approved a quote for materials and Council will then investigate what sort of access is required.<br>Clr Keir                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Director<br>Engineering/Technical<br>Services | 17.06.2015 Surveyor has completed the survey and established boundary pegs. And significant trees need to be removed.<br>An option for entry to the access needs to be discussed for better and economical ways.<br>19.08.15 discussion with Roo works is in progress regarding the access from Highway.<br>03.09.2015 Waiting on a response from the land department<br>17.11.015 land acquisition is in process and ready to knock down trees on agreed area. This has not been done due to wet weather and scared tree issues.        |  |

|          |                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                         |                                                                                                                                                                                                                                                     |  |
|----------|-----------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
|          |                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                         | 26.5.16 Being delayed LALC issues                                                                                                                                                                                                                   |  |
| 28.07.15 | 6/2015/32       | Recommendation:<br>That Council note and accept purchase of raw shincracker (estimated quantity of 10,874 m <sup>3</sup> or 14,136 tonne) or measured quantity after process \$ 3.75 per tonne from the stockpiled on AOC construction site<br>Moved: Clr Cooper<br>Seconded: Clr Martinez                                                                                                                                                             | Director Engineering/Technical Services | 19.08.15 Once DA is approved, then crushing will commence.<br>14.10.2015 waiting response from Mineral department<br>26.5.16 DA required – part of construction – work to be arranged                                                               |  |
| 28.07.15 | Qs next meeting | Clr Greenaway<br>Can Council install a sign on the corner of the services station in Collarenebri to indicate the location of the primitive camping area?<br>Response<br>The Director Engineering/Technical Services to arrange for erection of appropriate signage.                                                                                                                                                                                   | Director Engineering/Technical Services | 19.08.15 discussions with RMS and traffic Committee to be held<br>14.09.15 DES is following up with RMS and TC.                                                                                                                                     |  |
| 28.07.15 | Qs next meeting | Clr Woodcock<br>Can Council prepare an update on the progress of acquisition of land at Lightning Ridge Western Lands for a residential subdivision?<br>Response<br>The General Manager advised a formal application will be made to Western Lands.                                                                                                                                                                                                    | Director Environmental Services         | 18.8.15 revision of subdivision plan and costing in progress<br>26.4.16- Report to April Meeting<br>Crown Lands advised February 2016 that a private treaty for the sale of the land is unlikely given the declining population of Lightning Ridge. |  |
| 28.07.15 | Qs next meeting | Again raised the issue of development of land at the intersection of the Castlereagh Highway and Bill O'Brien Way as a rural residential subdivision.<br>Response<br>The General Manager will arrange for previous reports in relation to rural residential subdivision at Lightning Ridge to be updated for the August Meeting.<br>Clr Woodcock                                                                                                       | Director Environmental Services         | 18.8.15 research of previous reports in progress<br>26.4.16- Report to April Meeting<br>Research has been completed and Planning Proposal in drafting stage                                                                                         |  |
| 25.08.15 | Qs next meeting | Can Council write to Kevin Humphries and Duncan Gay seeking their support for upgrading the Shire Road; SH103 to a Regional Road?<br>Response<br>The Director of Engineering Services to investigate and take appropriate action.<br>Clr Murray                                                                                                                                                                                                        | Director Engineering/Technical Services | 14.10.2015 Action is in progress                                                                                                                                                                                                                    |  |
| 22.09.15 | 8/2015/33       | Recommendation:<br>1. That the proposal from the Administrator dated 27 August 2015 for the payment of arrears and current rates and charges be accepted.<br>2. That a further report details the actual amount to be written off when the \$15,000 payment has been received.<br>Moved: Clr Cooper<br>Seconded: Clr Keir                                                                                                                              | Chief Financial Officer                 | 27.10.15 Further update report to October meeting<br>24.11.15 Matter proceeding as per arrangements.<br>27.05.16 CFO to report to June 2016 Council meeting.<br>19.7.16 CFO to review arrangement                                                   |  |
| 22.09.15 | 8/2015/38       | Recommendation:<br>1. That Council does not accept any of the tenders received for Walgett Levee Upgrade Stage-5 for the reasons detailed in the report.<br>2. That Council does not endorse NSW Public Works tender recommendation for Walgett Levee Upgrade Stage 5-Extension of Levee.<br>3. That Council defer the project until outstanding Native Title and Aboriginal Land claims are resolved.<br>Moved: Clr Greenaway<br>Seconded: Clr Taylor | Director Engineering/Technical Services | 26.5.16 Report to April Meeting<br>- Recommendation work to be completed by August<br>26.5.16- Fresh tenders being called to stage 5                                                                                                                |  |
| 22.03.16 | 9/2016/2        | Recommendation:<br>That the General Manager's report with regards the purchasing of video conferencing facilities for Councils involved with the Far West Initiative be received and noted and the action being taken endorsed.                                                                                                                                                                                                                        | Chief Financial Officer                 | 25.05.16 General Manager advised Sally Perry from Office of Local Government will be contacting IT coordinator.                                                                                                                                     |  |
| 22.03.16 | 10/2016/2       | Recommendation:<br>That Council note the General Manager's Report in relation to the potential access by the Far West Initiative Councils to the T-Corp borrowing facilities and endorse the action being taken.                                                                                                                                                                                                                                       | General Manager                         | 25.5.16 awaiting contact from OLG                                                                                                                                                                                                                   |  |
| 24.04.16 | 23/2016/3       | Resolved:<br>That the landholder be required to maintain grid approaches in a suitable condition and fence out by 30th June, 2016 otherwise Council will remove the grids on 1 July, 2016 and deduct the cost along with any maintenance costs from the previously agreed contribution of \$24,000.00                                                                                                                                                  | Director Engineering/Technical Services |                                                                                                                                                                                                                                                     |  |
| 24.04.16 | 26/2016/3       | 1.That the content of the report be noted<br>2.That the CFO develop a strategy for the Lightning Ridge Showground and report back to Council with building alternatives, site location, cost estimates for a new                                                                                                                                                                                                                                       | Chief Financial Officer                 | 27.05.16 Nil<br>19.8.16 Town Planner to develop master plan for spider brown oval.                                                                                                                                                                  |  |

|          |                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                |                                                                                                                                 |  |
|----------|-----------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------|--|
|          |                 | kiosk.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                |                                                                                                                                 |  |
| 24.04.16 | 28/2016/3       | Resolved:<br>1. Prepare a proposal for the Department of Planning and Environment to rezone from SP3 Tourist to R1 General Residential Lots 2 -9 DP846336 Lightning Ridge.<br>2. Undertake any subsequent community consultation required under the provisions of the Environmental Planning and Assessment Act 1979 and the Environmental Planning and Assessment Regulation 2000.                                                                                                                                                                                                                  | Director Environmental Services                | Council's Town Planner is currently preparing a 'housekeeping' Planning Proposal which will incorporate the rezoning.           |  |
| 24.04.16 | 29/2016/3       | Resolved:<br>1. Note the 7 submissions for the Draft Walgett Shire Council Rural Residential Land Use Strategy.<br>2. Prepare a planning proposal for the Department of Planning and Environment to rezone to R5 Rural Residential Walgett Candidate Area Two (Lot 42 DP 750291 and Lot 80 DP 750291), and the existing Council owned subdivision in Lightning Ridge (Lots 1-73 DP 838673).<br>3. Undertake any subsequent community consultation required under the provisions of the Environmental Planning and Assessment Act 1979 and the Environmental Planning and Assessment Regulation 2000. | Director Environmental Services                | GHD and Council's Town Planner are currently preparing a draft Planning Proposal, which is expected to be completed by 30 June. |  |
| 24.04.16 | 30/2016/3       | Resolved:<br>That Council accept the tender for the construction and design of the Grawin bore submitted by WaterMin Drillers Pty Ltd for \$355,200.00 excluding GST.                                                                                                                                                                                                                                                                                                                                                                                                                                | Director Engineering/Technical Services        | 13.5.16 Letter accepting tender                                                                                                 |  |
| 31.05.16 | 4/2016/29       | Resolved:<br>1. Note the letter from George Mulder received 15 April 2016.<br>2. Inspect 6 Windlass Ave, Lightning Ridge (Lot 1, DP 827710) within 21 days to determine what works remain to be completed to comply with the:<br>a) Building Permit 31/94 and the Building Code of Australia in force at that time,<br>b) Environmental Planning and Assessment Act 1979 and associated regulation.<br>Moved: Clr Martinez<br>Seconded: Clr Keir                                                                                                                                                     | Director Environmental Services                |                                                                                                                                 |  |
| 31.05.16 | Qs next meeting | Clr Walford<br>Can Council arrange for the rocks be to relocated to the outside of the bore bath fence in Lightning Ridge?<br>Response<br>The Acting Director Engineering/Technical Services to investigate and take action accordingly.                                                                                                                                                                                                                                                                                                                                                             | Acting Director Engineering/Technical Services |                                                                                                                                 |  |
| 31.05.16 | Qs next meeting | Clr Taylor<br>Can Council remove the dead trees in Lions Park in Lightning Ridge?<br>Response<br>The Director of Engineering/Technical Services will investigate and take appropriate action.                                                                                                                                                                                                                                                                                                                                                                                                        | Acting Director Engineering/Technical Services |                                                                                                                                 |  |
| 31.05.16 | Qs next meeting | Clr Taylor<br>Can Council arrange for the sump drain to be cleaned out at the bore baths in Lightning Ridge?<br>Response<br>The Acting Director of Engineering/Technical Services will investigate and take appropriate action.                                                                                                                                                                                                                                                                                                                                                                      | Acting Director Engineering/Technical Services |                                                                                                                                 |  |
| 31.05.16 | Qs next meeting | Clr Taylor<br>Can Council's Regulatory Officer ensure insurance checks are carried out on market day in Lightning Ridge?                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Director of Environmental Services             |                                                                                                                                 |  |
| 31.05.16 | Qs next meeting | Clr Taylor<br>Can Council investigate installing additional powerpoints at the race club facilities in Lightning Ridge?<br>Response<br>The Chief Financial Officer advised of Council's grant application for an upgraded kitchen facility.                                                                                                                                                                                                                                                                                                                                                          | Chief Financial Officer                        | 19.7.16 CFO to meet with Clr Taylor on site for location of powerpoints. Meeting to be arranged                                 |  |
| 31.05.16 | Qs next meeting | Clr Taylor<br>Can Council arrange for the sump drain to be cleaned out at the bore baths in Lightning Ridge?<br>Response<br>The Director of Engineering/Technical Services will investigate and take                                                                                                                                                                                                                                                                                                                                                                                                 | Acting Director Engineering/Technical Services |                                                                                                                                 |  |

|          |                 |                                                                                                                                                                                                                                                                                                            |                                                |                                                                              |  |
|----------|-----------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------|------------------------------------------------------------------------------|--|
|          |                 | appropriate action.                                                                                                                                                                                                                                                                                        |                                                |                                                                              |  |
| 31.05.16 | Qs next meeting | <p>Clr Greenaway<br/>Can Council inform Peter Harrison of possible approval requirements to reopen the silo at Rowena?<br/>Response<br/>The Director of Environmental Services will investigate and take appropriate action.</p>                                                                           | Director of Environmental Services             |                                                                              |  |
| 31.05.16 | Qs next meeting | <p>Clr Woodcock<br/>Can Council investigate install irrigation for the trees in Lightning Ridge?<br/>Response<br/>The Acting Director Engineering/Technical Services to investigate and report accordingly.</p>                                                                                            | Acting Director Engineering/Technical Services |                                                                              |  |
| 31.05.16 | Qs next meeting | <p>Clr Woodcock<br/>What is the progress on the disabled toilet for the visitor information centre in Lightning Ridge?<br/>Response<br/>The Chief Financial Officer advised that additional options are being explored and quote being sought.</p>                                                         | Chief Financial Officer                        | 19.8.16 Town planner to develop master plan for New VIC with disabled toilet |  |
| 31.05.16 | Qs next meeting | <p>Can Council look at the possibility of limiting the Council meetings to Walgett and Lightning Ridge?<br/>Response<br/>The General Manager to investigate and report accordingly.</p>                                                                                                                    | General Manager                                | 14.7.16 report to September meeting                                          |  |
| 31.05.16 | Qs next meeting | <p>Clr Martinez<br/>What is the expected completion date for the bore in Walgett?<br/>Response<br/>The Acting Director Engineering/Technical Services advised it is expected to be completed in three weeks.</p>                                                                                           | Acting Director Engineering/Technical Services |                                                                              |  |
| 28.06.16 | 2/2016/6        | <p>That Council take action to immediately build the case for high priority funding to upgrade and seal the Walgett to Pilliga Road (RR7716) and prepare a submission to Government for additional funding.<br/>Moved: Clr Keir<br/>Seconded: Clr Greenaway</p>                                            | Acting Director Engineering/Technical Services |                                                                              |  |
| 28.06.16 | 12/2016/6       | <p>That Council invites expressions of interest from interested parties to join a proposed umbrella group to review the existing Tourism Destination Strategy with a view to expanding the local tourism industry.<br/>Moved: Clr Cooper<br/>Seconded: Clr Murray</p>                                      | General Manager                                | 14.7.16 EOI called                                                           |  |
| 28.06.16 | 23/2016/6       | <p>1. Note the grant applications and quotes from Diane Kelly.<br/>2. Reimburse \$3,900 each for 51, 53 &amp; 55 Fox St Walgett upon completion of proposed works and receipt of paid invoices for same if submitted to Council prior to 31 October 2016.<br/>Moved: Clr Keir<br/>Seconded: Clr Murray</p> | Director of Environmental Services             |                                                                              |  |
| 28.06.16 | Qs next meeting | <p>Can Council arrange for the rocks to be relocated to the outside of the bore bath fence in Lightning Ridge?<br/>Response<br/>The Acting Director Urban Services to investigate and take action accordingly.<br/>Clr Woodcock</p>                                                                        | Acting Director Engineering/Technical Services |                                                                              |  |
| 28.06.16 | Qs next meeting | <p>Can Council inspect Pandora Street and the corner of Potch and Pandora Street with regards to drainage?<br/>Response<br/>The Acting Director Urban Services to investigate and take action accordingly.<br/>Clr Woodcock</p>                                                                            | Acting Director Engineering/Technical Services |                                                                              |  |
| 28.06.16 | Qs next meeting | <p>What is happening with the grader driver in Lightning Ridge?<br/>Response<br/>The Director of Engineering/Technical Services will investigate and report accordingly.<br/>Clr Woodcock</p>                                                                                                              | Acting Director Engineering/Technical Services |                                                                              |  |
| 28.06.16 | Qs next meeting | <p>Can Council inspect the puddles on the roads in Lightning Ridge that require repairing?<br/>Response<br/>The Director of Engineering/Technical Services will investigate and take</p>                                                                                                                   | Acting Director Engineering/Technical Services |                                                                              |  |

|          |                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                                      |                                                                                                                |  |
|----------|-----------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------|----------------------------------------------------------------------------------------------------------------|--|
|          |                 | appropriate action.<br>Clr Martinez                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                      |                                                                                                                |  |
| 28.06.16 | Qs next meeting | Can Council inspect the drainage in the streets of Burren Junction?<br>Response<br>The Director of Engineering/Technical Services will investigate and take appropriate action.<br>Clr Lane                                                                                                                                                                                                                                                                                                                                                                                                                             | Acting Director<br>Engineering/Technical<br>Services |                                                                                                                |  |
| 28.06.16 | Qs next meeting | Are there any monies owing to the LRMA for past grading works undertaken and if so can they be paid?<br>Response<br>The Director of Engineering/Technical Services will investigate.<br>Clr Taylor                                                                                                                                                                                                                                                                                                                                                                                                                      | Acting Director<br>Engineering/Technical<br>Services |                                                                                                                |  |
| 28.06.16 | 29/2016/6       | That the Mayor and General Manager be authorised to submit an offer for the tender purchase of the subject land.<br>That Council note that the offer of \$70,250 for the tender purchase of land at the corner of Fox/Neill Streets has been accepted, that contacts are being drawn up and exchanged and that the land is to be classified as operational land pursuant to Section 31 (2) of the Local Government Act 1993 once the sale is finalised.                                                                                                                                                                 | General Manager                                      | Tender submitted 30/06/16<br>1.7.16 tender accepted transfer proceeding<br>2.8.16 settlement Date 23.9.16      |  |
| 28.06.16 | 31/2016/6       | That Council call expressions of interest to purchase and lease both the property and agency in Collarenebri.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | CFO                                                  | 4.7.16 CFO met with Agency staff and explained current position and proposal<br>19.8.16 EOI document commenced |  |
| 28.06.16 | 32/2016/6       | 1. That Council receive and note NSW Public Works tender recommendation for Walgett Levee Upgrade Stage 5-Construction of Extension to Town Levee.<br>2. That Council accept and endorse NSW Public Works tender recommendation for Walgett Levee Upgrade Stage 5-Constructoin of Extension of Town Levee and mandatory alternative work to be awarded to Batterline Earthmoving Pty Ltd subject to satisfactory financial assessment report.<br>3. Note that the Aboriginal land claims have been rejected subject to appeal by Walgett LALC until 7 July, 2016.<br>4. Advise OEH of acceptance of tender as above.    | Acting Director<br>Engineering/Technical<br>Services |                                                                                                                |  |
| 26.07.16 | 4/2016/8        | That the Mayor and General Manager investigate the proposed formation and operation of the Lightning Ridge Reserve Trust Management Committee.                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | General Manager                                      |                                                                                                                |  |
| 26.07.16 | 14/2016/8       | Resolved:<br>That the General Manager's report with regards the Fixing Country Roads Programme:<br>1. Be received and noted.<br>2. That a further report be submitted to the August meeting detailing a revised works programme for 2016/17 together with revised funding arrangements.<br>3. Council adopt the revised tender documentation approach detailed above to cater for the possible introduction of competitive tendering for future grant works.<br>4. Council commence negotiations with staff and relevant unions to address the various issues likely to arise when competitive tendering is introduced. | Acting Director<br>Engineering/Technical<br>Services |                                                                                                                |  |
| 26.07.16 | 20/2016/8       | 1. That the Chief Financial Officers Report be received.<br>2. That Council place the Draft Walgett Shire Crime Prevention & Community Safety Plan on public exhibition for a period of 28 days from 29th July, 2016.                                                                                                                                                                                                                                                                                                                                                                                                   | CFO                                                  | 19.8.16 CFO will report to September meeting                                                                   |  |
| 26.07.16 | 22/2016/8       | a) That Council receive the Chief Financial Officers report.<br>b) The Chief Financial Officer arrange for valuations of the three (3) properties:<br>46 Euroka Street Walgett<br>32 Namoi Street Walgett<br>45 Pitt Street Walgett;<br>c) Council engage a local auctioneer and proceed to auction all three (3) properties.<br>d) When all properties are sold the Chief Financial Officer shall table a report to Council detailing with stage two of the proposal including acquisition of suitable land and construction of four (4) (two) bedroom units.                                                          | CFO                                                  | 19.8.16 valuations requested from local real estate                                                            |  |
| 26.07.16 | 24/2016/8       | Lightning Ridge Town Signage - Not proceed with tabled proposal but review other options.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Director of<br>Environmental<br>Services             |                                                                                                                |  |
| 26.07.16 | Qs next meeting | Clr Martinez<br>Can Council change the 'closed during cleaning times' sign at bore baths in Lightning Ridge because tourist are driving away when they see the word 'closed'?<br>Response                                                                                                                                                                                                                                                                                                                                                                                                                               | Acting Director<br>Engineering/Technical<br>Services |                                                                                                                |  |



|          |                 |                                                                                                                                                                                                            |                                                |                                                                                                 |  |
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|          |                 | The Acting Director Engineering/Technical Services to investigate and take action accordingly.                                                                                                             |                                                |                                                                                                 |  |
| 26.07.16 | Qs next meeting | <p>Clr Taylor<br/>What is the progress on the disabled toilets and showers at the bore baths of Lightning Ridge?</p> <p>Response<br/>The Chief Financial Officer to investigate and report accordingly</p> | CFO                                            | 19.8.16 Showers of bore bath inspected, scope of works to be prepared, quotations to be called. |  |
| 26.07.16 | Qs next meeting | <p>Clr Taylor<br/>Can council provide a report on the progress of the Grawin Bore project?</p> <p>Response<br/>The Acting Director Engineering/Technical Services to report accordingly.</p>               | Engineering/Technical Services                 |                                                                                                 |  |
| 26.07.16 | Qs next meeting | <p>Clr Woodcock<br/>What is the update on the Spider Brown oval?</p> <p>Response<br/>The Acting Director Engineering/Technical Services to investigate and report accordingly.</p>                         | Acting Director Engineering/Technical Services |                                                                                                 |  |
| 26.07.16 | 31/2016/8       |                                                                                                                                                                                                            | General Manager                                |                                                                                                 |  |

## **14.1.2 LOCAL GOVERNMENT WEEKLY RECEIVED FROM THE LGNSW**

**REPORTING SECTION:** General Manager  
**AUTHOR:** Don Ramsland – General Manager  
**FILE NUMBER:** 16/39

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### **Summary:**

Copies of weekly circulars numbers 28-31 received from Local Government NSW since the March 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 28

Item 5: Capability Framework for Local Government  
Item 13: Container Deposit Scheme Update

#### Issue 29

Item 13: Collection of state-wide Weed Information  
Item 15: Public Holidays  
Item 18: Candidate briefings for Upcoming Elections

#### Issue 30

Item 5: Legislative Council Inquiry into Crown Lands  
Item 8: The National Toilet Map  
Item 11: Community Resilience Innovation Program Funding  
Item 13: Senior Staff Executive Services Remuneration  
Item 14: Increased Rates of Pay for trainees and the meal allowance  
Item 15: Roads to Recovery Program – List variations

#### Issue 31

Item 4: Register Now – LGNSW Annual Conference  
Item 6: Apprenticeship and Traineeship Act Review  
Item 8: Take Part in LGNSW's 2016-2017 Remuneration Survey  
Item 12: NSW Rural Fire Service Local Government  
Item 13: Council roadside Reserves Survey  
Item 14: IPART Rating System Review – Rate Path Freeze Interim Report  
Item 16: Fixing Country Washes Program  
Item 18: NHVR Local Government Heavy Vehicle Forum

### **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.

| <b>Weekly's received from the Local Government NSW</b>                                                                                                                                                      |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <p>That the information contained in the weekly circulars numbers 28-31 from the Local Government NSW be received and noted.</p> <p><b>Moved:</b></p> <p><b>Seconded:</b></p> |

**Attachments:**

Nil

### **14.1.3 CIRCULARS RECEIVED FROM THE NSW OFFICE OF LOCAL GOVERNMENT**

**REPORTING SECTION:** General Manager  
**AUTHOR:** Don Ramsland – General Manager  
**FILE NUMBER:** 16/39

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**Summary:**

Copies of circular received Circular No 16-18 - 16-23 from the Local Government Office Department of Premier and Cabinet are attached for Councillors information.

**Background:**

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

16 Aug 2016: 16-24 Section 355 committees

**Relevant Reference Documents:**

Nil

**Governance Issues:**

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

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

**Environmental issues:**

Nil

**Stakeholders:**

Councillors  
Walgett Shire Council staff

**Financial Implications:**

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

**Legal Issues:**

Nil

**Alternative Solutions/Options:**

Nil

**Conclusion:**

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

|                                                                                                                                                                                                                                                               |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Circulars Received From the NSW Office Of Local Government</b>                                                                                                                                                                                             |
| <p><b>Recommendation:</b></p> <p>That the information contained in the following Departmental circulars No 16-24 from the Local Government Division Department of Premier and Cabinet be received and noted.</p> <p><b>Moved:</b></p> <p><b>Seconded:</b></p> |

**Attachments:**

Circular 16-24



|                             |                                                                                                        |
|-----------------------------|--------------------------------------------------------------------------------------------------------|
| <b>Circular Details</b>     | 16-24 / 15 August 2016 / A506736                                                                       |
| <b>Previous Circular</b>    | N/A                                                                                                    |
| <b>Who should read this</b> | Councillors / General Managers / Council staff                                                         |
| <b>Contact</b>              | Council Governance Team - 02 4428 4100 –<br><a href="mailto:olg@olg.nsw.gov.au">olg@olg.nsw.gov.au</a> |
| <b>Action required</b>      | Information                                                                                            |

## Section 355 committees

### What's new or changing

- Councils are encouraged to review the operations of committees established under section 355 of the *Local Government Act 1993* (the Act).

### Key points

- There have been several recent cases of section 355 committees failing to meet basic governance and accounting standards. This creates significant and ongoing risks for councils.
- Where councils delegate functions to section 355 committees, including the expenditure of council funds, it is important that the activities of these committees remain transparent and subject to critical oversight.
- Committees should be able to demonstrate clear links with the goals of the council's Delivery Program, while meeting required standards of governance.
- Following the upcoming local government elections, councils are encouraged to review the operations of all section 355 committees to ensure they continue to be fit for purpose, and their functions and expenditures align with the goals of the incoming council's Delivery Program.

### Where to go for further information

- For further information on the obligations of section 355 committees, contact the Office's Council Governance Team on 02 4428 4100.

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

## **14.1.4 MONTHLY CALENDAR: AUGUST – OCTOBER 2016**

**REPORTING SECTION:** General Manager  
**AUTHOR:** Don Ramsland – General Manager  
**FILE NUMBER:** 16/39

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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 August – October 2016 is attached. Councillors are requested to raise any queries prior to the meeting.

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

Nil

### **Governance issues:**

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

### **Environmental issues:**

Not applicable

### **Stakeholders:**

Councillors  
Walgett Shire Council staff

### **Financial Implications:**

Nil

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

Not applicable

### **Conclusion:**

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

|                                               |
|-----------------------------------------------|
| <b>Monthly Calendar August – October 2016</b> |
|-----------------------------------------------|

**Recommendation:**

That Council receive and note the regular monthly calendar for the period August – October 2016.

**Moved:**

**Seconded:**

**Attachment:**

Calendar



| <b>Aug-16</b> |          |             |                                      |                             |
|---------------|----------|-------------|--------------------------------------|-----------------------------|
|               |          |             |                                      |                             |
| <b>Date</b>   |          | <b>Time</b> | <b>What</b>                          | <b>Who</b>                  |
| Monday        | 01-08-16 |             |                                      |                             |
| Tuesday       | 02-08-16 |             |                                      |                             |
| Wednesday     | 03-08-16 |             |                                      |                             |
| Thursday      | 04-08-16 |             |                                      |                             |
| Friday        | 05-08-16 |             |                                      |                             |
| Saturday      | 06-08-16 |             |                                      |                             |
| Sunday        | 07-08-16 |             |                                      |                             |
| Monday        | 08-08-16 | 5:30pm      | Lightning Ridge LG Reform Public Mtg |                             |
| Tuesday       | 09-08-16 | 5:30pm      | Garwin LG Reform Public Mtg          |                             |
| Wednesday     | 10-08-16 | 5:30pm      | Carinda LG Reform Public Mtg         |                             |
| Thursday      | 11-08-16 | 5:30pm      | Collarenebri LG Reform Public Mtg    |                             |
| Friday        | 12-08-16 |             |                                      |                             |
| Saturday      | 13-08-16 |             |                                      |                             |
| Sunday        | 14-08-16 |             |                                      |                             |
| Monday        | 15-08-16 |             |                                      |                             |
| Tuesday       | 16-08-16 | 5:30pm      | Burren Junction LG Reform Public Mtg |                             |
| Wednesday     | 17-08-16 | 5:30pm      | Walgett LG Reform Public Mtg         |                             |
| Thursday      | 18-08-16 | 4:00pm      | Cumborah/Grawin LG Reform Mtg        |                             |
| Friday        | 19-08-16 |             |                                      |                             |
| Saturday      | 20-08-16 |             |                                      |                             |
| Sunday        | 21-08-16 |             |                                      |                             |
| Monday        | 22-08-16 |             | CMCC Meeting                         | Clr Woodcock, Greenaway, GM |
| Tuesday       | 23-08-16 | 10:00AM     | Council Meeting - Walgett            | All Directors & Councillors |
| Wednesday     | 24-08-16 |             |                                      |                             |
| Thursday      | 25-08-16 |             |                                      |                             |
| Friday        | 26-08-16 |             |                                      |                             |
| Saturday      | 27-08-16 |             |                                      |                             |
| Sunday        | 28-08-16 |             |                                      |                             |
| Monday        | 29-08-16 |             |                                      |                             |
| Tuesday       | 30-08-16 |             |                                      |                             |
| Wednesday     | 31-08-16 |             |                                      |                             |

|               |          |             |                           |                             |
|---------------|----------|-------------|---------------------------|-----------------------------|
| <b>Sep-16</b> |          |             |                           |                             |
|               |          |             |                           |                             |
| <b>Date</b>   |          | <b>Time</b> | <b>What</b>               | <b>Who</b>                  |
| Wednesday     | 01-09-16 |             |                           |                             |
| Thursday      | 02-09-16 |             |                           |                             |
| Friday        | 03-09-16 |             |                           |                             |
| Saturday      | 04-09-16 |             |                           |                             |
| Sunday        | 05-09-16 |             |                           |                             |
| Monday        | 06-09-16 |             |                           |                             |
| Tuesday       | 07-09-16 |             |                           |                             |
| Wednesday     | 08-09-16 |             |                           |                             |
| Thursday      | 09-09-16 |             |                           |                             |
| Friday        | 10-09-16 |             | Local Gov Elections       |                             |
| Saturday      | 11-09-16 |             |                           |                             |
| Sunday        | 12-09-16 |             |                           |                             |
| Monday        | 13-09-16 |             |                           |                             |
| Tuesday       | 14-09-16 |             |                           |                             |
| Wednesday     | 15-09-16 |             |                           |                             |
| Thursday      | 16-09-16 |             |                           |                             |
| Friday        | 17-09-16 |             |                           |                             |
| Saturday      | 18-09-16 |             |                           |                             |
| Sunday        | 19-09-16 |             |                           |                             |
| Monday        | 20-09-16 |             |                           |                             |
| Tuesday       | 21-09-16 |             |                           |                             |
| Wednesday     | 22-09-16 |             |                           |                             |
| Thursday      | 23-09-16 |             |                           |                             |
| Friday        | 24-09-16 |             |                           |                             |
| Saturday      | 25-09-16 |             |                           |                             |
| Sunday        | 26-09-16 |             |                           |                             |
| Monday        | 27-09-16 | 10:00AM     | Council Meeting - Carinda | All Directors & Councillors |
| Tuesday       | 28-09-16 |             |                           |                             |
| Wednesday     | 29-09-16 |             |                           |                             |
| Thursday      | 30-09-16 |             |                           |                             |

|               |          |             |                               |                               |
|---------------|----------|-------------|-------------------------------|-------------------------------|
| <b>Oct-16</b> |          |             |                               |                               |
|               |          |             |                               |                               |
| <b>Date</b>   |          | <b>Time</b> | <b>What</b>                   | <b>Who</b>                    |
| Saturday      | 01-10-16 |             |                               |                               |
| Sunday        | 02-10-16 |             |                               |                               |
| Monday        | 03-10-16 |             |                               |                               |
| Tuesday       | 04-10-16 |             |                               |                               |
| Wednesday     | 05-10-16 |             |                               |                               |
| Thursday      | 06-10-16 |             |                               |                               |
| Friday        | 07-10-16 |             |                               |                               |
| Saturday      | 08-10-16 |             |                               |                               |
| Sunday        | 09-10-16 |             |                               |                               |
| Monday        | 10-10-16 |             |                               |                               |
| Tuesday       | 11-10-16 |             |                               |                               |
| Wednesday     | 12-10-16 |             |                               |                               |
| Thursday      | 13-10-16 |             |                               |                               |
| Friday        | 14-10-16 |             |                               |                               |
| Saturday      | 15-10-16 |             |                               |                               |
| Sunday        | 16-10-16 |             | LG NSW Annual Conference 2016 |                               |
| Monday        | 17-10-16 |             | LG NSW Annual Conference 2016 |                               |
| Tuesday       | 18-10-16 |             | LG NSW Annual Conference 2016 |                               |
| Wednesday     | 19-10-16 |             |                               |                               |
| Thursday      | 20-10-16 |             |                               |                               |
| Friday        | 21-10-16 |             |                               |                               |
| Saturday      | 22-10-16 |             |                               |                               |
| Sunday        | 23-10-16 |             |                               |                               |
| Monday        | 24-10-16 | 10:00 AM    | CMCC Meeting - Walgett        |                               |
| Tuesday       | 25-10-16 | 10:00AM     | Council Meeting - Carinda     | All Directors and Councillors |
| Wednesday     | 26-10-16 |             |                               |                               |
| Thursday      | 27-10-16 |             |                               |                               |
| Friday        | 28-10-16 |             |                               |                               |
| Saturday      | 29-10-16 |             |                               |                               |
| Sunday        | 30-10-16 |             |                               |                               |
| Monday        | 31-10-16 |             |                               |                               |

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

**REPORTING SECTION:** General Manager  
**AUTHOR:** Don Ramsland – General Manager  
**FILE NUMBER:** 16/39

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### **1. Office of Local Government Circular- 16/18 27 June, 2016**

The Office of Local Government Circular 16/18 (attached) sets out issues relating to Council decision-making prior to the September 2016 Local Government Elections. Caretaker provisions commence Friday 12 August, 2016 and end on Saturday 10 September, 2016.

### **2. NSW Fire and Rescue – Levies – Lightning Ridge and Walgett**

Advice received from NSW Fire and Rescue that FRNSW estimates it will spend \$202,997 for the Lightning Ridge Fire District in 2016/17. Walgett Shire Council's contribution is \$23,752.00. It also estimates it will spend \$134,871.00 for the Walgett Fire District in 2016/17 and Council's contribution is \$15,780.00

### **3. Outcome from Community Forums**

Council has now completed a round of 9 Community Forums advising residents of the 2016/17 major budget allocations and the impending Local Government Reform.

It is highly likely that the Far West Initiative Discussion paper will go on public exhibition prior to the September Council meeting and some direction is now sought as to what action should be taken to ensure the broader public is aware of the anticipated impact the proposed changes in legislation are likely to have.

| <b>Matters Generally for Brief Mention or Information only – August 2016</b>                                                                                                                                                                                                                                                                                                                 |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <p>That the matters listed by the General Manager for brief mention or information be received and noted and that Council indicate what action is to be taken with regards making the public aware of the Far West Initiative Discussion paper should it be placed on public exhibition in the immediate future.</p> <p><b>Moved:</b><br/><b>Seconded:</b></p> |

**Attachments:**

1. OLG Circular 16/18
2. NSW Fire and Rescue Walgett and Lightning Ridge



|                             |                                                    |
|-----------------------------|----------------------------------------------------|
| <b>Circular Details</b>     | Circular No 16-18/ 27 June 2016 / A489192          |
| <b>Previous Circular</b>    | 12-19                                              |
| <b>Who should read this</b> | Councillors / General Managers / All council staff |
| <b>Contact</b>              | Council Governance Team / 4428 4100                |
| <b>Action required</b>      | Information/ Council to Implement                  |

## Council decision-making prior to the September 2016 local government elections

### What's new or changing

- Clause 393B of the *Local Government (General) Regulation 2005* limits councils' ability to exercise some of their functions in the four weeks preceding the date of an ordinary local government election (the caretaker period).

### What this will mean for your council

- Councils are expected to assume a "caretaker" role during election periods to ensure that major decisions are not made which would limit the actions of an incoming council.
- Councils, the general manager or any other delegate of the council (other than a Joint Regional Planning Panel or the Central Sydney Planning Committee) must not exercise the following functions during the caretaker period:
  - Entering into any contract or undertaking involving an expenditure or receipt by the council of an amount equal to or greater than \$150,000 or 1% of the council's revenue from rates in the preceding financial year (whichever is the larger);
  - Determining a "controversial development application", except where a failure to make such a determination would give rise to a deemed refusal, or such a deemed refusal arose before the commencement of the caretaker period;
  - Appointing or reappointing the council's general manager (except for temporary appointments).
- In certain circumstances, these functions may be exercised with the approval of the Minister.

### Key points

- "Controversial development application" means a development application under the *Environmental Planning and Assessment Act 1979* for which at least 25 persons have made submissions under section 79(5) of that Act by way of objection.
- The caretaker period for the September 2016 ordinary local government elections commences on Friday 12 August 2016 and ends on Saturday 10 September 2016.



**Fire &  
Rescue NSW**

RECEIVED 03 AUG 2016

File Ref. No: FRN16/722  
TRIM Ref. No: B16/848

The General Manager  
Walgett Shire Council  
PO Box 31  
WALGETT NSW 2832

Date: 27 July 2016

Dear General Manager

**COUNCIL'S FIRE BRIGADE CONTRIBUTION FOR  
THE LIGHTNING RIDGE FIRE DISTRICT FOR 2016/17**

The Minister for Emergency Services recently approved the 2016/17 estimated expenditure for Fire & Rescue NSW (FRNSW).

The estimated expenditure subject to councils' contributions is \$635,874,000. Under Section 48(2) of the *Fire Brigades Act 1989 (the Act)*, local government contributes 11.7% of FRNSW's expenditure. The total contribution payable by all contributing councils for 2016/17 is \$74,399,958.

FRNSW estimates it will spend \$202,997 for the Lightning Ridge Fire District in 2016/17. Walgett Shire Council's contribution is \$23,752. If applicable, the estimated expenditure for the district and council contribution includes any changes arising from the recent council amalgamations.

To ensure that council is consulted in all aspects of FRNSW's service delivery for the Fire District, I have requested that the FRNSW Zone Commander located in your fire district arrange a meeting with you or your representative within the next three months.

As per Section 54 of *the Act*, an annual assessment notice will be sent to your council by the Office of Emergency Management of the Department of Justice. If you have any queries relating to your contributions please contact Brian Lin, Manager, Management Accounting & Internal Reporting on (02) 9265 2951.

Yours sincerely

Jim Hamilton AFSM  
Deputy Commissioner Field Operations

Fire & Rescue NSW  
Head Office  
227 Elizabeth Street, Sydney

ABN 12 593 473 110  
PO Box A249,  
Sydney South NSW 1232

[www.fire.nsw.gov.au](http://www.fire.nsw.gov.au)  
T (02) 9265 2999  
F (02) 9265 2979







**Fire &  
Rescue NSW**

RECEIVED 03 AUG 2016

File Ref. No: FRN16/722  
TRIM Ref. No: B16/848

The General Manager  
Walgett Shire Council  
PO Box 31  
WALGETT NSW 2832

Date: 27 July 2016

Dear General Manager

**COUNCIL'S FIRE BRIGADE CONTRIBUTION FOR  
THE WALGETT FIRE DISTRICT FOR 2016/17**

The Minister for Emergency Services recently approved the 2016/17 estimated expenditure for Fire & Rescue NSW (FRNSW).

The estimated expenditure subject to councils' contributions is \$635,874,000. Under Section 48(2) of the *Fire Brigades Act 1989 (the Act)*, local government contributes 11.7% of FRNSW's expenditure. The total contribution payable by all contributing councils for 2016/17 is \$74,399,958.

FRNSW estimates it will spend \$134,871 for the Walgett Fire District in 2016/17. Walgett Shire Council's contribution is \$15,780. If applicable, the estimated expenditure for the district and council contribution includes any changes arising from the recent council amalgamations.

To ensure that council is consulted in all aspects of FRNSW's service delivery for the Fire District, I have requested that the FRNSW Zone Commander located in your fire district arrange a meeting with you or your representative within the next three months.

As per Section 54 of *the Act*, an annual assessment notice will be sent to your council by the Office of Emergency Management of the Department of Justice. If you have any queries relating to your contributions please contact Brian Lin, Manager, Management Accounting & Internal Reporting on (02) 9265 2951.

Yours sincerely

Jim Hamilton AFSM  
Deputy Commissioner Field Operations

Fire & Rescue NSW  
Head Office  
227 Elizabeth Street, Sydney

ABN 12 593 473 110  
PO Box A249,  
Sydney South NSW 1232

[www.fire.nsw.gov.au](http://www.fire.nsw.gov.au)  
T (02) 9265 2999  
F (02) 9265 2979



## 14.2 CHIEF FINANCIAL OFFICER

### 14.2.1 CASH ON HAND & INVESTMENT REPORT – 31<sup>st</sup> July 2016

**REPORTING SECTION:** Corporate Services  
**AUTHOR:** Hafiz Malik – Graduate Accountant  
**FILE NUMBER:** 09/1460-03

---

#### Summary:

This report summarises the cash and investments held by Walgett Shire Council as at 31<sup>st</sup> July 2016.

#### Background:

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

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

All investments at 31<sup>st</sup> July 2016 are in compliance with the revised Ministerial Investment Order released by the OLG on 5<sup>th</sup> January 2016 and with Council's investment policy.

| Percentage invested in each institution as at 31st July 2016 |                                 |                               |                           |
|--------------------------------------------------------------|---------------------------------|-------------------------------|---------------------------|
| <i><u>Institution Name</u></i>                               | <i><u>Institution Codes</u></i> | <i><u>% of Money held</u></i> | <i><u>Amount Held</u></i> |
| Commonwealth Bank                                            | CBA                             | 17.69%                        | \$4,620,784.84            |
| Members Equity Bank                                          | ME                              | 1.91%                         | \$500,000.00              |
| Bank of Queensland                                           | BOQ                             | 17.23%                        | \$4,500,000.00            |
| National Australia Bank                                      | NAB                             | 15.31%                        | \$4,000,000.00            |
| Newcastle Permanent Building Society                         | NPBS                            | 7.66%                         | \$2,000,000.00            |
| Bankwest                                                     | BW                              | 7.66%                         | \$2,000,000.00            |
| Suncorp                                                      | SC                              | 3.83%                         | \$1,000,000.00            |
| Australian Military Bank                                     | AMB                             | 7.66%                         | \$2,000,000.00            |
| Westpac                                                      | W                               | 5.74%                         | \$1,500,000.00            |
| IMB                                                          | IMB                             | 5.74%                         | \$1,500,000.00            |
| Bendigo and Adelaide Bank                                    | BAB                             | 3.83%                         | \$1,000,000.00            |
| ING                                                          | ING                             | 5.74%                         | \$1,500,000.00            |
|                                                              |                                 | 100%                          | \$26,120,784.84           |

| Overall Portfolio Maturity as at 31st July 2016 |                              |                              |                               |                           |
|-------------------------------------------------|------------------------------|------------------------------|-------------------------------|---------------------------|
| <i><u>Maturity Periods</u></i>                  | <i><u>Policy Minimum</u></i> | <i><u>Policy Maximum</u></i> | <i><u>% of Money held</u></i> | <i><u>Amount held</u></i> |
| Portfolio % < 1 year                            | 40%                          | 100%                         | 90.43%                        | \$ 23,620,784.84          |
| Portfolio % > 1 year, < 3 years                 | 0%                           | 60%                          | 7.66%                         | \$ 2,000,000.00           |
| Portfolio % > 3 year, < 5 years                 | 0%                           | 40%                          | 1.91%                         | \$ 500,000.00             |
| Portfolio % > 5 years                           | 0%                           | 10%                          | 0.00%                         | \$ -                      |
|                                                 |                              |                              | 100%                          | \$ 26,120,784.84          |



| Attachment One                                   |                                         |                             |                       |                    |                                  |                                                |
|--------------------------------------------------|-----------------------------------------|-----------------------------|-----------------------|--------------------|----------------------------------|------------------------------------------------|
| Cash and Investments Holdings as at 31 July 2016 |                                         |                             |                       |                    |                                  |                                                |
| Investment                                       | Investment<br>Final<br>Maturity<br>Date | Current<br>Interest<br>Rate | Interest<br>Frequency | Coupon<br>Maturity | Amount<br>Invested<br>Value (\$) | Accrued<br>Interest to<br>End of<br>Month (\$) |
| <u>On-Call Accounts</u>                          |                                         |                             |                       |                    |                                  |                                                |
| Commonwealth Bank                                | On Call                                 | 1.15%                       | Monthly               | EOM                | 1,888,583                        | Pd<br>Monthly                                  |
| Commonwealth Bank                                | On Call                                 | 1.45%                       | Monthly               | EOM                | 1,232,202                        | Pd<br>Monthly                                  |
| <b>Total On-Call Accounts</b>                    |                                         |                             |                       |                    | <b>3,120,785</b>                 |                                                |
| <u>Term Deposits</u>                             |                                         |                             |                       |                    |                                  |                                                |
| Bank of Queensland                               | 3/08/2016                               | 3.10%                       | Maturity              | 3/08/2016          | 1,000,000                        | \$15,076.50                                    |
| Bank of Queensland                               | 10/08/2016                              | 3.10%                       | Maturity              | 10/08/2016         | 500,000                          | \$7,284.15                                     |
| Westpac                                          | 24/08/2016                              | 2.90%                       | Maturity              | 24/08/2016         | 1,000,000                        | \$12,439.89                                    |
| Australian Military Bank                         | 2/08/2016                               | 2.95%                       | Maturity              | 2/08/2016          | 500,000                          | \$6,085.38                                     |
| Australian Military Bank                         | 16/11/2016                              | 3.00%                       | Maturity              | 16/11/2016         | 1,000,000                        | \$11,803.28                                    |
| ING                                              | 14/09/2016                              | 3.00%                       | Maturity              | 14/09/2016         | 500,000                          | \$5,901.64                                     |
| IMB                                              | 7/09/2016                               | 2.90%                       | Maturity              | 7/09/2016          | 500,000                          | \$5,704.92                                     |
| National Australia Bank                          | 21/09/2016                              | 3.05%                       | Maturity              | 21/09/2016         | 500,000                          | \$5,708.33                                     |
| Suncorp                                          | 28/09/2016                              | 3.08%                       | Maturity              | 28/09/2016         | 500,000                          | \$5,175.41                                     |
| Bankwest                                         | 17/08/2016                              | 3.00%                       | Maturity              | 17/08/2016         | 500,000                          | \$5,040.98                                     |
| National Australia Bank                          | 5/10/2016                               | 3.08%                       | Maturity              | 5/10/2016          | 500,000                          | \$4,880.87                                     |
| National Australia Bank                          | 12/10/2016                              | 3.09%                       | Maturity              | 12/10/2016         | 500,000                          | \$4,601.23                                     |
| Bankwest                                         | 21/09/2016                              | 3.08%                       | Maturity              | 21/09/2016         | 500,000                          | \$4,291.80                                     |
| Members Equity Bank                              | 30/11/2016                              | 3.15%                       | Maturity              | 30/11/2016         | 500,000                          | \$4,088.11                                     |
| Bank of Queensland                               | 9/11/2016                               | 2.95%                       | Maturity              | 9/11/2016          | 500,000                          | \$3,264.34                                     |
| Newcastle Permanent Building Society             | 17/08/2016                              | 2.85%                       | Maturity              | 17/08/2016         | 500,000                          | \$2,881.15                                     |
| Bankwest                                         | 17/08/2016                              | 2.80%                       | Maturity              | 17/08/2016         | 500,000                          | \$2,830.60                                     |
| National Australia Bank                          | 23/11/2016                              | 2.98%                       | Maturity              | 23/11/2016         | 500,000                          | \$2,727.60                                     |
| Bankwest                                         | 24/11/2016                              | 2.80%                       | Maturity              | 24/11/2016         | 500,000                          | \$2,562.84                                     |
| Bank of Queensland                               | 7/12/2016                               | 3.00%                       | Maturity              | 7/12/2016          | 1,000,000                        | \$4,918.03                                     |
| Suncorp                                          | 11/01/2017                              | 3.00%                       | Maturity              | 11/01/2017         | 500,000                          | \$2,172.13                                     |
| Australian Military Bank                         | 14/09/2016                              | 2.90%                       | Maturity              | 14/09/2016         | 500,000                          | \$2,099.73                                     |
| National Australia Bank                          | 12/10/2016                              | 2.91%                       | Maturity              | 12/10/2016         | 500,000                          | \$1,828.69                                     |
| Westpac                                          | 26/10/2016                              | 2.90%                       | Maturity              | 26/10/2016         | 500,000                          | \$1,545.08                                     |
| Newcastle Permanent Building Society             | 28/09/2016                              | 2.80%                       | Maturity              | 28/09/2016         | 1,000,000                        | \$2,448.09                                     |
| National Australia Bank                          | 18/01/2017                              | 2.93%                       | Maturity              | 18/01/2017         | 1,000,000                        | \$2,001.37                                     |
| Bendigo and Adelaide Bank                        | 10/07/2019                              | 3.10%                       | Maturity              | 10/07/2019         | 500,000                          | \$804.64                                       |
| Bendigo and Adelaide Bank                        | 11/07/2018                              | 3.00%                       | Maturity              | 11/07/2018         | 500,000                          | \$778.69                                       |
| National Australia Bank                          | 15/02/2017                              | 2.90%                       | Maturity              | 15/02/2017         | 500,000                          | \$435.79                                       |
| Bank of Queensland                               | 25/01/2017                              | 2.90%                       | Maturity              | 25/01/2017         | 1,000,000                        | \$871.58                                       |
| Bank of Queensland                               | 25/01/2017                              | 2.85%                       | Maturity              | 25/01/2017         | 500,000                          | \$155.74                                       |
| Newcastle Permanent Building Society             | 26/10/2016                              | 2.70%                       | Maturity              | 26/10/2016         | 500,000                          | \$147.54                                       |
| Commonwealth Bank                                | 5/10/2016                               | 2.75%                       | Maturity              | 5/10/2016          | 1,000,000                        | \$300.55                                       |
| <b>Total Term Deposits</b>                       |                                         |                             |                       |                    | <b>20,500,000</b>                | <b>\$132,856.69</b>                            |
| <u>Floating Rate Deposits</u>                    |                                         |                             |                       |                    |                                  |                                                |
| IMB                                              | 24/01/2018                              | 2.68%                       | Maturity              | 27/10/2016         | 500,000                          | \$146.45                                       |
| IMB                                              | 14/02/2018                              | 2.78%                       | Maturity              | 17/08/2016         | 500,000                          | \$2,848.36                                     |
| ING                                              | 1/03/2017                               | 3.02%                       | Maturity              | 1/09/2016          | 1,000,000                        | \$4,950.82                                     |
| Commonwealth Bank                                | 20/04/2021                              | 4.00%                       | Maturity              | 20/10/2016         | 500,000                          | \$601.09                                       |
| <b>Total Floating Rate Deposits</b>              |                                         |                             |                       |                    | <b>2,500,000</b>                 | <b>\$8,546.72</b>                              |
| <b>Total Cash and Investments</b>                |                                         |                             |                       |                    | <b>26,120,785</b>                | <b>\$141,403.42</b>                            |

**Current Position:**

Council at the end of the July reporting period held a total of \$26,120,784.84 in on-call and interest bearing deposits with financial institutions within Australia. Most of the investments were held with institutes with a short term rating A-2/A2 or higher with limited exposure to unrated institutions.

The unrated institutions are IMB and the Australian Military Bank; both have a reputable history in the financial institutions market. Investments in unrated institutions will be reviewed in the coming months with a view to using only rated institutions.

Council's investments at 31<sup>st</sup> July 2016 had an average interest rate of 2.89% per annum which is higher than the 3 & 6 months BBSW rates 1.93% & 2.09% respectively.

**Relevant Reference Documents/Policies:**

Local Government Act (NSW), 1993  
Local Government (General) Regulation 2005  
Ministerial Investment Order 5<sup>th</sup> January 2016  
Investment Policy (Revised and adopted in May 2016)

**Governance issues:**

Nil

**Environmental issues:**

Nil

**Stakeholders:**

Walgett Shire Council and financial Institutions.

**Financial Implications:**

As per report

**Alternative Solutions/Options:**

Nil

**Conclusion:**

As at 31<sup>st</sup> July 2016 Walgett Shire Council's total available cash and invested funds totalled \$26,120,784.84, an increase of \$268,999.40 from 30<sup>th</sup> June 2016. This minor fluctuation in the total portfolio can be attributed to the receipt of monies in late July 16.

**Certification – Responsible Accounting Officer**

I hereby certify that the investments listed in the attached report have been made in accordance with Section 625 of the *Local Government Act 1993*, clause 212 of the *Local Government (General) Regulation 2005*, the *Investment Order (of the Minister) 5<sup>th</sup> January 2016* and Council's Investments Policy

Michael J Urquhart- **Chief Financial Officer – Responsible Accounting Officer**

**Cash and Investment Report as at 31<sup>st</sup> July 2016****Recommendation:**

That the Investment report as at 31<sup>st</sup> July 2016 be received and noted.

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

## **14.2.2 FOURTH QUARTER OPERATIONAL PLAN & SECOND HALF DELIVERY PROGRAM**

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

---

### **Summary:**

This report provides Council with the status of the Fourth Quarter Operational Plan Targets for 2015/2016 and the overall results for 30<sup>th</sup> June 16 Delivery Program.

### **Background:**

Section 405 of the Local Government Act 1993 requires Council to adopt an Operational Plan. This report comments on the status of the Operational Plan as at 30<sup>th</sup> June 2016 and the extent to which the performance targets have been achieved. Similarly, Section 404 requires Council to report every six (6) months on the status of the Delivery Program.

### **Current Position:**

The Fourth Quarter Operational Plan Status and 30<sup>th</sup> June Delivery Program Report is attached for Council's information.

At this time a majority of the performance targets are generally completed with a number of projects shown as on-going. A small number of actions/projects have been re-scheduled to 2016/17 because of a range of issues.

**Governance issues:** Nil

**Environmental issues:** N/A

**Stakeholders:** Walgett Shire Council

**Financial Implications:** Nil

**Alternative Solutions/Options:** N/A

### **Conclusion:**

Council should note the progress made during the four quarters on the Operational Plan 2015/2016 and the 12 months for the Delivery Program.

| <b>Third Quarter Operational Plan</b>                                                                                                                                                                                                                                                  |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <p>That Council accept the progress made on the 2015/2016 Operational Plan as at 30<sup>th</sup> June 2016. Council also accepts the progress for the Delivery Program as at 30<sup>th</sup> June 2016.</p> <p><b>Moved:</b></p> <p><b>Seconded:</b></p> |

### **Attachments:**

Fourth Quarter Operational Plan and 30<sup>th</sup> June 16 Delivery Program Status Report. *Refer to Attachment Document.*

### **14.2.3 COMMUNITY ASSISTANCE SCHEME ROUND 1 2016-2017**

**REPORTING SECTION:** Corporate Services  
**AUTHOR:** Lorraine Riggs – Administration Services Officer  
**FILE NUMBER:** 15/138

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#### **Summary:**

This report relates to the assessment of applications for financial assistance through the Community Assistance Scheme 2016/2017. This is the first round of requests for financial assistance for the 2016/2017 financial year with three (3) organisations being recommended to receive financial assistance totalling \$5,000.00

#### **Background:**

Applications were invited from community organisations for financial assistance under the Community Assistance Scheme. The scheme was advertised Shire wide, with applications closing 1 August 2016.

Applicants must be non-profit organisations and based in, or affiliated with, Walgett Shire. The max amount per project is \$3,000 and is limited to one donation per organisation per year. The Council reserves the right to part fund applications.

The Community Assistance Scheme objectives are to:

- Support charities and community projects, events and activities which occur within the Walgett Shire area, and are a benefit to the community;
- Foster or support new services, initiatives and resources within the Shire;
- Improve awareness and use of community services and resources within the Shire;
- Encourage increased participation in local community events within the Shire.

#### **Current Position:**

An amount of \$10,170 has been provided for in the 2016/2017 budget, to fund eligible applications for donations under Section 356 of the Local Government Act 1993.

A total of four (four) Community organisations submitted applications (one organisation has two applications) to be considered for funding in the first round of the 2016/2017 Community Assistance Scheme. Three (3) organisations are recommended for funding, totalling \$5000.00 and details of the applicants received and recommendations for funding are provided in the attached schedule.

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

WSC Procedures – AFM – Requests for Assistance  
Section 356 Local Government Act 1993  
Local Government (General) Regulation 2005

#### **Governance issues:**

Council is able to grant financial assistance to community organisations in accordance with Section 356 of the Local Government Act 1993.

#### **Environmental issues:**

No environmental issues have been identified in relation to this matter.

#### **Stakeholders:**

Walgett Shire Council  
Community organisation applicants  
Walgett Shire Community

**Financial Implications:**

A total of \$10,170 is budgeted for the Community Assistance Scheme in 2016/2017. Round 1 application funding totalled \$5,000.00. A balance of \$5,170.00 will remain should all Round 1 applications be approved.

**Alternative Solutions/Options:**

That Council resolve to approve or disapprove applications on a different basis to that recommended.

**Conclusion:**

A total of five (5) applications for funding were received under Round 1 of the Community Assistance Scheme. The report recommends that all funding be provided to the three (3) of the applicants as per the recommended amounts as per the table below.

**Community Assistance Scheme Donations – Round 1 2016/2017 Applications****Recommendation:**

That the following applicants be granted financial assistance under Section 356 of the Local Government Act 1993 for the first round of 2016/2017;  
David Bowie Tribute Committee Carinda - \$500.00  
Walgett Aero Club - \$3000.00  
Lightning Ridge Community Radio Inc - \$1000.00  
Lightning Ridge Arts and Craft Council Inc - \$500.00

**Moved:**

**Seconded:**

**Attachments:**

2016/2017 Community Assistance Scheme Schedules.

| 2016/2017 Community Assistance Scheme Applicants - Round 1 |                                                                                    |                          |                    |                  |                    |                                                                                                                                                                                                                                                                                                                       |                     |
|------------------------------------------------------------|------------------------------------------------------------------------------------|--------------------------|--------------------|------------------|--------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------|
| Organisation                                               | Project                                                                            | Cost of Project/Activity | Amounted Requested | Previous Funding | Recommended Amount | Program/Activity Outcome                                                                                                                                                                                                                                                                                              | Financials Provided |
| David Bowie Tribute Committee Carinda                      | Platinum Sponsorship - 'Let's Dance'                                               | Unknown                  | Open Donation      | No               | \$500.00           | Assist running costs for this event as well as creative infrastructure to make the town look and feel festive. Has the possibility to turn into a yearly event                                                                                                                                                        | N/A                 |
| Walgett Aero Club                                          | Sponsorship - Viable Flying Training Opportunities                                 | Unknown                  | \$5,000.00         | No               | 0.00               | Formulated a plan that aims to reduce flying training costs. Intending to apply for an Aviation specific grant to directly reduce student flying costs.                                                                                                                                                               | YES                 |
| Walgett Aero Club                                          | Replace aging underground fuel facility - Contribute towards cost of concrete slab | \$175,000.00             | \$3000.00          | No               | \$3000.00          | The project is designed to ensure the viability of the club and long term maintenance of its ability to continue as a vital service to the local community. During construction local labour will be employed. Once completed the project will benefit emergency services, patients, visitors and the general public. | YES                 |
| Lightning Ridge Community Radio Inc                        | Celebrate the stations 20 <sup>th</sup> Birthday providing entertainment           | \$1,500.00               | \$1000.00          | Yes \$200.00     | \$1000.00          | This could bring visitors to the area. It will target all groups, no age will be left out. The whole community will be behind this activity.                                                                                                                                                                          | YES                 |
| Lightning Ridge District Bowls Club                        | Sponsorship – Black Classics Fours                                                 | Unknown                  | \$1100.00          | No               | \$0.00             | This is a Licenced Club                                                                                                                                                                                                                                                                                               | NO                  |
| Lightning Ridge Arts and Craft Council Inc                 | Spring Art Exhibition Award Event                                                  | Unknown                  | 500.00             | Yes              | \$500.00           | Monies to be awarded as part of the major prizes for the Spring art Exhibition Award Event – 29 Sep 2016.                                                                                                                                                                                                             | NO                  |
| <b>Totals</b>                                              |                                                                                    |                          |                    |                  | <b>\$5000.00</b>   |                                                                                                                                                                                                                                                                                                                       |                     |
| <b>ANNUAL BUDGET</b>                                       |                                                                                    |                          |                    |                  | <b>\$10,170.00</b> |                                                                                                                                                                                                                                                                                                                       |                     |
| <b>Bal Avail Round 2</b>                                   |                                                                                    |                          |                    |                  | <b>\$ 5,170.00</b> |                                                                                                                                                                                                                                                                                                                       |                     |

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

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

---

### **1. Installation of Air Conditioning Administration Centre**

In March 16 Council issued a purchase order to the successful tenderer LRE of Lightning Ridge for the installation of air-conditioning to the Administration Centre and Council Chamber. All necessary plant & equipment has been installed and is now waiting connection to the upgraded power board.

### **2. Spider Brown Oval Facilities**

See Report from Town Planner and development of a “Master Plan” report.

### **3. Walgett Long Jump Pit**

Currently under construction at No 1 Oval in Walgett.

### **4. Lightning Ridge Bore Baths**

The CFO, Senior Environmental Health & Building Surveyor, Clr Woodcock and WHS Officer inspected the site and found a number of issues with drainage of the site. Council will issue a scope of works for drainage works and quotations will be called. The structural issues of the amenities building can then be assessed.

### **5. Disable Toilet at the Lightning Ridge Visitor Information Centre**

The CFO has met with Councillors from Lightning Ridge and it was agreed the CFO should prepare a plan for the Lions Park facility including a new Visitor Information Centre to be financed from grant funding. A report is required for Council.

Councillors supported the idea of spending a small amount of funds on a tidy-up of the existing toilet facility, which is very tired and doesn't present well to the thousands of visitors coming to Lightning Ridge each year. Funding allocation of \$5,000 approved by Council to tidy up existing facility.

Council's Town Planner will develop a “Master Plan” report for Council's consideration.

### **6. Grant Application**

Council staff have submitted a further grant application for construction of a toilet facility at Come By Chance.

### **7. End of Year Financial Statements**

Finance staff have commenced with the end of year processing for completion of the 15/16 financial statements. A list of reserves and carry over funds (grants & revenue) shall be presented to Council upon completion of the statements when all expenditure transactions have been finalised. It's anticipated Councils auditor will be on-site week commencing 19<sup>th</sup> September 16.

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

That the Matters Generally for Brief Mention or Information Only from the Chief Financial Officer for:

1. Installation of Air conditioning Administration Centre.
2. Spider Brown Oval Facilities
3. Walgett Long Jump Pit
4. Lightning Ridge Bore Baths
5. Disable Toilet at the Lightning Ridge Visitor Information Centre
6. Grant Application 'Come By Chance'
7. End of Year financial Statements

**Moved:**

**Seconded:**



## 14.3 DIRECTOR ENVIRONMENTAL SERVICES

### 14.3.1 WALGETT SHIRE COUNCIL LOCAL ORDERS POLICY KEEPING OF ANIMALS

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

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**Summary:**

Recently Council resolved to develop a Keeping of Animals Orders Policy for the keeping of animals in the Walgett Shire.

At Council's May 2016 Meeting, it was resolved to:

| 18/2016/4 Keeping of Animals Orders Policy                                                                                                                                                                                                                                 |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Resolved:</b></p> <p>Adopt in principle 'Walgett Shire Council Keeping of Animals Orders Policy' and place on public exhibition for 28 days.</p> <p><b>Moved:</b> Cllr Greenaway<br/><b>Seconded:</b> Cllr Keir</p> <p style="text-align: right;"><b>CARRIED</b></p> |

**Background:**

In early 2016 Council experienced a number of dog attacks throughout the shire, a majority of which occurred in Walgett. The large number of dog attacks appears to be related to the high number of large breed dogs in the shire as well as the lack of responsible pet ownership. Many of these attacks were fatal with other animals being killed and Council also experienced vicious attacks on people from dogs.

The number of roaming dogs in the shire also led to an increase in complaints within the shire from community members who stated they did not feel safe going walking within the town area.

Council has put many methods into place to prevent further dog attacks and to control the large number of dogs roaming the shire. These have included conducting a 'dog blitz' during June & July 2016 which has proven successful, as well as running a number of educational programs within the shire and conducting on the job training with Council staff with a professional dog handler.

The Keeping of Animals Orders Policy will assist Council in the control of animal numbers and their living conditions on properties where required. The Keeping of Animals Orders Policy is in accordance with Section 159 of the Local Government Act, 1993.

**Current position:**

The policy was placed on exhibition for the required 28 days in the Walgett Shire with no comments or objections from any community member within that time. Therefore, the policy is able to be formally adopted in its current format.

**Relevant reference documents/policies:**

- Local Government Act, 1993.
- Walgett Shire Council Local Orders Policy for the Keeping of Animals.

**Governance issues:**

Implementation of the policy must be in accordance with the Walgett Shire Council Local Orders Policy for the Keeping of Animals and Section 159 of the Local Government Act 1993.

**Environmental issues:**

Management of animals within the Walgett Shire Council.

**Stakeholders:**

Residents of Walgett Shire Council, Council, Council staff, community in general.

**Financial Implications:**

No significant implications identified.

**Alternative solutions/options:**

Do nothing: - Council can choose not to have a Policy for the keeping of animals, however the Policy can be used in situations that arise as needed, such as a situation where a significant number of animals are kept on a property in unhealthy conditions, Council staff can refer to the policy when taking enforcement action.

Amend the Policy: - Council can amend the Policy to include various other animals and birds, or to include other requirements within reason.

**Conclusion:**

Previously the community has not had a Policy for the Keeping of animals, which outlines the conditions in which animals should be kept in accordance with legislative requirements to ensure a healthy community. The Policy for the Keeping of Animals will address this issue, hence the recommendations below.

| Draft Walgett Shire Council Local Orders Policy Keeping Of Animals                                                                                                                                                                                                                                                                                                                                                                                                                          |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <ol style="list-style-type: none"> <li>1. Note and endorse the Walgett Shire Council Local Orders Policy for the Keeping of Animals.</li> <li>2. Advertise the availability of the Keeping of Animals Policy via:               <ol style="list-style-type: none"> <li>(a) Council's newspaper column in the Lightning Ridge News and the Walgett Spectator.</li> <li>(b) Council's website.</li> </ol> </li> </ol> <p><b>Moved:</b><br/><b>Seconded:</b></p> |



**Attachments:**

Nil

## 14.3.2 DRAFT DEVELOPMENT CONTROL PLAN PUBLIC EXHIBITION

**REPORTING SECTION:** Environmental Services  
**AUTHOR:** Matt Clarkson, Town Planner  
**FILE NUMBER:** 11/380

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### Summary:

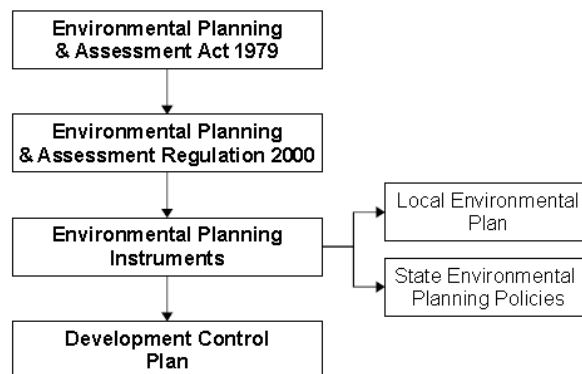
This report recommends that Council resolve to publicly exhibit the draft Walgett Shire Development Control Plan 2016 (DCP).

### Background:

On 25 August 2015 Council adopted the current Walgett Shire Development Control Plan 2015, superseding the previous version.

Councils within NSW use DCPs to establish their minimum expectations for new developments regarding car parking, landscaping, onsite sewage management, building setbacks, advertising and neighbour notifications. A DCP is not legally binding on a Council when considering a development application, and DCP provisions have no effect if they are inconsistent with an environmental planning instrument (Local Environmental Plan or State Environmental Planning Policy) applying to the same land.

The flow chart below provides an overview of the legal hierarchy associated with DCPs under the Environmental Planning and Assessment Act 1979. Provisions within the act take precedence, then the Environmental Planning and Assessment Regulation 2000, then any relevant environmental planning instruments and finally the relevant DCP.



### Current Position:

Some minor amendments have been included in the draft Walgett Shire Development Control Plan 2016 which more adequately reflect expected minimum development standards within the shire. These amendments generally relate to:

- Landscaping requirements for new development,
- Fencing within building setbacks,
- Fencing and long-drop toilet setbacks within the SP1 Special Activities zones.

A copy of the draft DCP has been emailed to Councillors and a hard copy will be provided at the 23 August 2016 Council meeting.

Clause 18 of the Environmental Planning and Assessment Regulation 2000 requires that the draft DCP be exhibited for a minimum of 28 days.

It is proposed that public consultation will be undertaken for a minimum of 28 days via:

- Advertising in Council's newspaper column in the Walgett Spectator.
- Notification letters to Council's precinct committees and community working parties.
- Making digital (PDF) copies of the document available via Council's web site.
- Making hard copies of the document available at the Council office at Walgett, Council office at Collarenebri and the Library at Lightning Ridge.

It is important to note that the DCP will not apply to any development that is classified as exempt or complying development under a relevant State Environmental Planning Policy (SEPP), including:

- SEPP Infrastructure 2007.
- SEPP (Exempt and Complying Development Codes) 2008.
- SEPP Affordable Rental Housing 2009.

The SEPPs typically contain development standards that are relevant to the type of development involved.

The current 2015 DCP has been reviewed and amended by Council town planning and building certification staff.

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

DCP preparation is regulated by:

- Environmental Planning & Assessment Act 1979.
- Environmental Planning & Assessment Regulation 2000.

Other relevant documents include:

- Planning Circular PS 06-012, New Transitional Arrangements for Development Control Plans, issued 5 May 2006 by Department of Planning.
- Walgett Local Environmental Plan 2013 (gazetted 5 July 2013).

#### **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
- \* to exercise its functions in a manner that is consistent with and promotes social justice principles of equity, access, participation and rights.

#### **Environmental issues:**

A DCP is important document which clarifies Council's expectations for minimum development standards within the Shire.

#### **Stakeholders:**

The public, developers and Walgett Shire Council.

#### **Financial Implications:**

Nil

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

Do nothing:- The DCP would be inconsistent with Council's expected minimum development standards, and not provide a clear, consistent guide for development within the Shire.

**Conclusion:**

It is important to review and amend the Development Control Plan periodically to ensure that it is consistent with Council's needs, community expectations, and current legislation.

**Public exhibition of Draft Walgett Shire Development Control Plan 2016****Recommendation:**

1. Publicly exhibit the draft Walgett Shire Development Control Plan 2016 for a minimum of 28 days.
2. Undertake public exhibition consultation via:
  - (a) Advertising in Council's newspaper column within the Walgett Spectator.
  - (b) Notification letters to Council's precinct committees and community working parties.
  - (c) Making digital (PDF) copies of the document available via Council's web site.
  - (d) Making hard copies of the document available at the Council office at Walgett, Council office at Collarenebri and the Library at Lightning Ridge.

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

Nil

### **14.3.3 HERITAGE ACTIVITIES 2015-2016**

**REPORTING SECTION:** Environmental Services  
**AUTHOR:** Town Planner, Matt Clarkson  
**FILE NUMBER:** 09/1165

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#### **Summary:**

Council's Heritage Advisor has recently prepared heritage related reports for 2015-2016 on behalf of Walgett Shire Council. It is recommended that Council note and endorse the respective reports.

#### **Background:**

Council has two ongoing local heritage programs, as follows:

- Heritage advisory services – Ray Christison of High Ground Consulting visits the Shire periodically and provides technical assistance to Council and the community on heritage matters. This includes advice for people considering, or undertaking, work on items proposed for listing as local heritage items.
- Local heritage fund – Small grants are provided to owners of items proposed for listing a local heritage items to assist with the maintenance of those items.

Both programs are partially funded by grants from the Heritage Branch of NSW Department of Planning & Environment. A condition of each grant requires that annual reports be prepared and submitted to the Office prior to payment.

#### **Current position:**

Heritage Advisor Activities: - Ray Christison is engaged to implement Council's Heritage Strategy and to provide advice to owners of heritage properties. During the year he worked with owners of heritage buildings to ensure good outcomes for their properties and provided advice to Council on development applications affecting heritage items. Achievements in 2015/2016 form Attachment A.

Heritage Reports: - The Heritage Branch requires annual reports to be prepared by council's Heritage Advisor as follows:

- Walgett Shire Local Heritage Fund Annual Report 2015-2016 (Attachment B).
- Walgett Shire Council Heritage Strategic Plan 2016-2019 (Attachment C).

#### **Relevant reference documents/policies:**

- Report of the Community Based Heritage Study of Walgett Shire, 2008 (TRIM record 09/1165/013).
- Heritage schedule within the Walgett Local Environmental Plan 2013.
- Heritage Information Series - How to Establish a Heritage Advisor Service, published by Heritage Branch, NSW Office of Environment & Heritage, July 2011.

#### **Governance issues:**

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 exercise its functions in a manner that is consistent with and promotes social justice principles of equity, access, participation and rights
- to facilitate the involvement of councillors, members of the public, users of facilities and services and council staff in the development, improvement and co-ordination of local government

- to keep the local community and the State government (and through it, the wider community) informed about its activities
- to ensure that, in the exercise of its regulatory functions, it acts consistently and without bias, particularly where an activity of the council is affected

**Environmental issues:**

Local heritage grants and heritage advisory services are a positive demonstration of Council's commitment to assisting land owners with the maintenance of local heritage items.

**Stakeholders:**

Owners of items listed as local heritage items within the LEP, Walgett Shire Council, public, NSW Department of Planning & Environment.

**Financial Implications:**

Some support from the heritage advisor and local heritage fund is provided by Heritage Branch grants funded at the rate of \$1 for every \$2 spent by Council. Receipt of the heritage advisor grant and the local heritage fund grant is conditional upon Council submitting the appropriate reports and plan.

**Alternative solutions/options:**

Do nothing: - Council could choose not to endorse the documents that are required by the Heritage Branch. This option has not been recommended as it may result in the Office withdrawing the offer of heritage grant funds.

**Conclusion:**

Heritage grants and advice services provided by Walgett Shire Council with the financial assistance of the NSW Department of Planning & Environment are important tools to facilitate heritage conservation and awareness within the local community.

| Heritage Activities 2015/2016                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <ol style="list-style-type: none"> <li>1. Note the report on the activities of Walgett Shire Council's Heritage Advisor, Ray Christison, during 2015-2016.</li> <li>2. Endorse and adopt the following documents, as prepared by Walgett Shire Council's Heritage Advisor, Ray Christison:               <ol style="list-style-type: none"> <li>(a) Walgett Shire Local Heritage Fund Annual Report 2015-2016.</li> <li>(b) Walgett Shire Council Heritage Strategic Plan 2016-2019.</li> </ol> </li> <li>3. Endorse submission of the documents to the Heritage Branch of the NSW Department of Planning &amp; Environment.</li> </ol> <p><b>Moved:</b><br/><b>Seconded:</b></p> |



**Attachments:**

A - Achievements 2015/2016.

B - Walgett Shire Local Heritage Fund Annual Report 2015-2016 (summary extract provided).

C - Walgett Shire Council Heritage Strategic Plan 2016-2019.

## **Achievements**

The following has been achieved in 2015/2016.

- Provision of advice on the management of heritage items within the shire, including:
  - Amigo's Castle, Lightning Ridge,
  - Astronomer's Monument, Lightning Ridge,
  - Burren Junction School of Arts,
  - Church of St John the Evangelist, Carinda,
  - Coolibah Tree, Fox Street, Walgett,
  - Cooper's Cottage, Lightning Ridge,
  - Liberty Theatre, Collarenebri,
  - Lightning Ridge Historical Society Museum,
  - Lightning Ridge Police Station (former),
  - St Peter's Anglican Church, Walgett,
  - Tareela, Burren Junction,
  - 3 Warrena Street, Walgett,
  - 52 Warrena Street, Walgett.
- Heritage Main Street Study completed for Colin Street, Collarenebri.
- Advice provided on developments potentially affecting heritage places, including:
  - 70 Fox Street, Walgett,
  - 160-168 Fox Street, Walgett,
  - 53 Warrena Street, Walgett,
  - Burren Junction Post Office,
  - Lightning Ridge Police Station (former),
  - Serbian Orthodox Church, Lightning Ridge.
- Provision of small grants through the Local Heritage Fund to assist owners of heritage properties:
  - Burren Junction School of Arts,
  - Church of St John the Evangelist, Carinda,
  - St Peter's Anglican Church, Walgett.
- Development of a 2016/2019 Heritage Strategy.





## Summary Local Heritage Fund Annual Report

These reporting requirements must be completed to claim funds for your local heritage fund.

The Heritage Branch will reimburse our funding share according to the funding agreement with council for that financial year.

- STEP 1. Council issues project Funding Agreement offers to successful applicants specifying the exact work to be funded, required supervision and completion date.
- STEP 2. Prior to the project commencing, Council (and/or applicant) should take photographs for use in the Council final report to the Heritage Branch.
- STEP 3. Once the project is completed, the Council heritage officer or heritage advisor will inspect the project and take a photo of the project.
- STEP 4. The council heritage officer or heritage advisor (or heritage specialist) will also complete and sign off a Project Compliance Certification Form for the project. This form must be submitted to Council before the project funding can be paid.
- STEP 5. Complete Templates A and B and email to the Heritage Branch by 15 May each year as your claim for your Local heritage fund reimbursement. (DO NOT post as we have a paperless office).
- **Template A** - A one page summary report on all completed projects
  - **Template B** - A one page final project report for each project

Note: Information included in this summary report can also be used to complete your local Council Heritage Strategy annual report.

## Walgett Shire Council Local Heritage Fund for 2015-16 financial year

### SUMMARY REPORT ON ALL COMPLETED PROJECTS

| Applicant                    | Heritage item address                                        | Project description       | Total project cost | Applicant's contribution | Local heritage funding |
|------------------------------|--------------------------------------------------------------|---------------------------|--------------------|--------------------------|------------------------|
| Walgett Shire Council        | Burren Junction School of Arts, Waterloo St, Burren Junction | Paint exterior            | \$18,000.00        | \$10,398.00              | \$7,602.00             |
| Anglican Parish of Coonamble | St John the Evangelist Church, Colin St, Carinda             | Replace windows – Stage 2 | \$3,434.00         | \$1,717.00               | \$1,717.00             |
| Anglican Parish of Walgett   | St Peters Anglican Church, 21 Pitt St, Walgett               | Paint exterior of church  | \$5,500.00         | \$2,750.00               | \$2,750.00             |
| <b>TOTAL</b>                 |                                                              |                           | <b>\$26,934.00</b> | <b>\$14,865.00</b>       | <b>**\$12,069.00</b>   |

Based on the approved funding agreement for 2015-16 financial year and the local heritage funding expenditure of \$12,069.00, the Heritage Branch will reimburse \$4,023.00

*\*\* Council can claim reimbursement on this amount from the Heritage Branch, according to the approved Council funding agreement.*

## **WALGETT SHIRE COUNCIL HERITAGE STRATEGIC PLAN 2016-19**

### **VISION**

That the Shire's heritage be identified, conserved and appreciated.

### **STRATEGIES**

#### **1. Identify items of local and state significance**

##### **Actions**

- List the items identified by the Community-Based Heritage Study in the Local Environmental Plan.
- Complete an Archaeological Management Plan of the Preserved Opal Fields with assistance from the Heritage Branch, Office of Environment & Heritage during 2016-2019.
- Review the 2008 Community-Based Heritage Study to review items and develop more robust statements of significance.
- Continue to identify and record heritage items within the shire.
- Facilitate State Heritage Register listing of sites that qualify.

#### **2. Promote the appreciation of the Shire's heritage**

##### **Actions**

- Continue ongoing liaison with local communities and community representatives regarding heritage matters.
- Identify and record places associated with the important stories of the region.
- Heritage Advisor to brief the Council on heritage and local government.
- Liaise with local media, provide material as relevant.
- Liaise with schools.
- Liaise with tourism organisations.
- Consider interpretive and heritage trail programs.

#### **3. Encourage conservation of the Shire's heritage**

##### **Actions**

- Inform owners that the Heritage Adviser can provide advice to owners of heritage items on heritage conservation, proposals for sympathetic alterations or extensions, and adaptive re-use of heritage items.
- Use the Local Heritage Fund judiciously to ensure and encourage heritage conservation.
- Assist owners in obtaining other funding that may be available.
- Support the establishment of a regional network of owners of historic homesteads and woolsheds.

#### **4. Protect the Shire's heritage**

##### **Actions**

- Follow procedures for assessing Development Applications with heritage implications.

- Assist applicants submitting Development Application affecting heritage items.
- Liaise with State/Commonwealth agencies about heritage items they control within the Shire.
- Implement appropriate measures to protect Aboriginal, natural and moveable items not protected through the Local Environmental Plan.

**5. Council to lead by example in implementing strategies 1-4.**

**Actions**

- Prepare and implement Conservation Management Strategies for heritage items owned by Walgett Shire Council.
- Establish maintenance budgets for significant places owned by Walgett Shire Council.

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

**REPORTING SECTION:** Environmental Services  
**AUTHOR:** Matt Clarkson, Town Planner  
**FILE NUMBER:** 09/1367-04

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### **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 Environmental 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:**

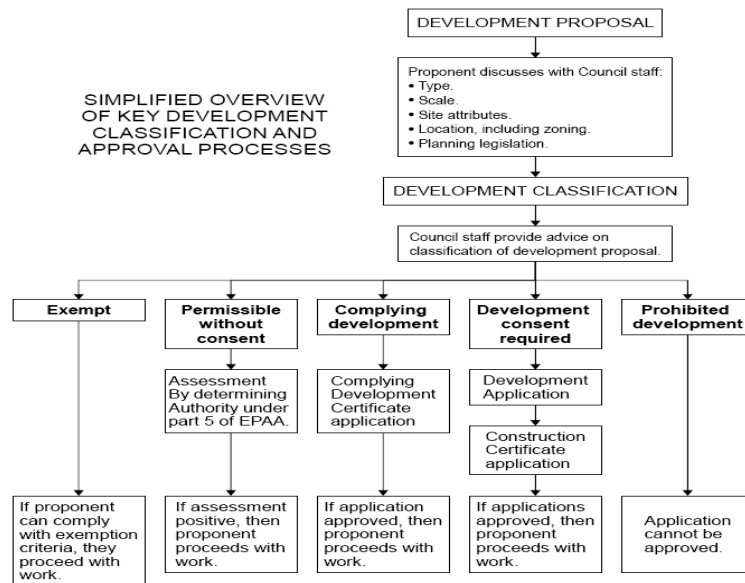
- \* Respective DA and CDC files.
- \* Environmental Planning & Assessment Act 1979.
- \* Environmental Planning and Assessment Regulation 2000.
- \* State Environmental Planning Policy (Exempt and Complying Development Codes) 2008.

### **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:

**DAs:** 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.

**CDCs:** 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 and Complying Development Certificate applications June - July 2016

### Recommendation:

Note the report on Development and Complying Development Certificate applications dealt with by Council staff under delegated authority for June - July 2016.

### Moved:

### Seconded:

**Attachments:** A - DAs & CDCs approved June - July 2016.



## Determined Applications

| 08/09/2016               |                          | Parameters:                                                    |                            | Date Range: Y      |            | Document Type:     |  | Page:1 |  |
|--------------------------|--------------------------|----------------------------------------------------------------|----------------------------|--------------------|------------|--------------------|--|--------|--|
|                          |                          | Start Date:6/1/2016                                            |                            | End Date:7/31/2016 |            | Officer:ALL        |  |        |  |
|                          |                          | As At Date:                                                    |                            |                    |            | Number of Days: 0  |  |        |  |
|                          |                          |                                                                |                            |                    |            | Stop The Clock:Yes |  |        |  |
| Document                 | Applicant Name / Address | Development Type                                               | Determination              | Determined         | Received   |                    |  |        |  |
| Property Address         | Title                    | Owner                                                          |                            |                    |            |                    |  |        |  |
| <b>Document Type: 20</b> |                          |                                                                |                            |                    |            |                    |  |        |  |
| <b>Stop the Clock</b>    |                          | <b>Total Elapsed Calendar Days: 8</b>                          |                            |                    |            |                    |  |        |  |
|                          |                          | <b>Calendar Stop Days: 0</b>                                   |                            |                    |            |                    |  |        |  |
|                          |                          | <b>Adjusted Calendar Days: 8</b>                               |                            |                    |            |                    |  |        |  |
| 020/201100000034/002     | Mr P Brusaschi           | 160 Subdivision/Consolidation                                  | Approved - StaffDelegation | 01/06/2016         | 25/05/2016 |                    |  |        |  |
|                          |                          | **** NOT DEFINED **** LIGHTNING RIDGE 70 DP: 764433 WILL: 4644 |                            |                    |            |                    |  |        |  |
|                          |                          | Messers P J Brusaschi & G J Lees                               |                            |                    |            |                    |  |        |  |
| <b>Stop the Clock</b>    |                          | <b>Total Elapsed Calendar Days: 36</b>                         |                            |                    |            |                    |  |        |  |
|                          |                          | <b>Calendar Stop Days: 16</b>                                  |                            |                    |            |                    |  |        |  |
|                          |                          | <b>Adjusted Calendar Days: 20</b>                              |                            |                    |            |                    |  |        |  |
| 020/201600000007/001     | Mr N Kolic               | 130 Class 10b - Fence /Antenna/Other                           | Approved - StaffDelegation | 01/06/2016         | 27/04/2016 |                    |  |        |  |
|                          |                          | 4 Morilla ST LIGHTNING RIDGE                                   |                            |                    |            |                    |  |        |  |
|                          |                          | LOT: 2 SEC: 16 DP: 758612                                      |                            |                    |            |                    |  |        |  |
|                          |                          | Mr N Kolic                                                     |                            |                    |            |                    |  |        |  |
| <b>Stop the Clock</b>    |                          | <b>Total Elapsed Calendar Days: 23</b>                         |                            |                    |            |                    |  |        |  |
|                          |                          | <b>Calendar Stop Days: 16</b>                                  |                            |                    |            |                    |  |        |  |
|                          |                          | <b>Adjusted Calendar Days: 7</b>                               |                            |                    |            |                    |  |        |  |
| 020/201600000009/001     | Mrs K Wiesnet            | 170 Change of Use                                              | Approved - StaffDelegation | 14/06/2016         | 23/05/2016 |                    |  |        |  |
|                          |                          | 26 Pandora ST LIGHTNING RIDGE                                  |                            |                    |            |                    |  |        |  |
|                          |                          | LOT: 3 SEC: 28 DP: 758612                                      |                            |                    |            |                    |  |        |  |
|                          |                          | Mrs K Wiesnet                                                  |                            |                    |            |                    |  |        |  |
| <b>Stop the Clock</b>    |                          | <b>Total Elapsed Calendar Days: 4</b>                          |                            |                    |            |                    |  |        |  |
|                          |                          | <b>Calendar Stop Days: 0</b>                                   |                            |                    |            |                    |  |        |  |
|                          |                          | <b>Adjusted Calendar Days: 4</b>                               |                            |                    |            |                    |  |        |  |
| <b>AUTHORITY</b>         |                          |                                                                |                            |                    |            |                    |  |        |  |

### **14.3.5 CONCEPT PLAN FOR FACILITIES UPGRADE: LIGHTNING RIDGE RACECOURSE AND SPIDER BROWN OVAL**

**REPORTING SECTION:** Environmental Services  
**AUTHOR:** Town Planner, Matt Clarkson  
**FILE NUMBER:** 16/105

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#### **Summary:**

Council's Environmental Services staff propose to develop a concept Priority Structure Plan for the upgrade / redevelopment of the Lightning Ridge Racecourse, Spider Brown Oval, and a number of other community assets.

#### **Background:**

Due to the historical unstructured and piecemeal development of Lightning Ridge, the urban area is poorly served by open space / outdoor recreation facilities.

#### **Current Position:**

The Racecourse and surrounds form the largest 'green space' area within the Lightning Ridge urban footprint. The space is underutilised, and may benefit by being partially repurposed as a multi-use facility through targeted upgrades. Such upgrades may attract substantial grants to offset the costs involved.

It is proposed to:

- Evaluate and determine the potential of the facility,
- Identify key capital upgrades required,
- Prepare preliminary budget estimates,
- Identify funding requirements and sources,
- Develop a concept Priority Structure Plan.

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

- Environmental Planning & Assessment Act 1979.
- Environmental Planning & Assessment Regulation 2000.
- Local Government Act 1993.
- State Environmental Planning Policy (Infrastructure) 2007.
- Walgett Local Environmental Plan 2013.
- Walgett Development Control Plan 2015.

#### **Governance issues:**

The Lightning Ridge Racecourse / Spider Brown Oval Complex has attracted a number of smaller grants over the years, however an overall concept for the area is the only way Council can be in a position to lodge grant applications at short notice. Too often when grant applications are invited the lead time is too short to gather required approvals, cost estimates, and supporting documentation to enable the application to have a reasonable chance of success. The preparation of a fully costed concept plan will alleviate many of these issues. Other community assets will be treated similarly when staff resources are available.

#### **Environmental issues:**

No environmental issues have been identified.

#### **Stakeholders:**

Lightning Ridge residents and ratepayers.



**Financial Implications:**

Significant capital investment by Council will be required should the final Priority Structure Plan be endorsed. Such expenditure will need to be included in Council's long term financial plan as well as other integrated planning and reporting documentation.

**Alternative Solutions/Options:**

Not endorse development of the Priority Structure Plan: - This has not been recommended as Lightning Ridge is currently under resourced with passive recreation facilities.

**Conclusion:**

Development of a concept Priority Structure Plan for the upgrade / redevelopment of the Racecourse and surrounds will provide a basis for community consultation and progressive development of recreation facilities in Lightning Ridge.

**Concept Priority Structure Plan – Lightning Ridge Racecourse and Spider Brown Oval****Recommendation:**

1. Develop a concept Priority Structure Plan for the upgrade / redevelopment of the Lightning Ridge Racecourse and surrounds.
2. Undertake community consultation once the plan is complete to gain feedback on proposed upgrades.

**Moved:**

**Seconded:**

**Attachments:**

Nil

### **14.3.6 MATTERS FOR BRIEF MENTION AND OR INFORMATION ONLY FROM DIRECTOR ENVIRONMENTAL SERVICES**

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

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

**A. Voluntary Surrender Scheme**

In May 2016 the Government issued offers to a number of leaseholders as part of the Voluntary Surrender Scheme for Western Lands Leases at Lightning Ridge. Council has requested staff from Crown Lands to address a scheduled Council meeting in October or November to provide Councillors with an update on the progress of the scheme.

**B. Report on Crown Lands rejection of Western Lands Lease application 15151 (George Mulder)**

Council has still not received a determination from Mineral Resources in relation to this matter. A timely response is unlikely as the organisation is understood to have retrenched most senior staff in a restructure.

**C. Andrew Clark – Total Dog on-the-job training for ES Staff**

From 1<sup>st</sup> - 6<sup>th</sup> August Council has Andrew Clark from Total Dog in town for the week to carry out on the job training for Environmental Staff. Andrew worked with all staff in the section to discuss dog handling skills, anti-bite prevention and assisted in the development of policies such as dog attack policies and nuisance dog policies and procedures. Andrew also conducted a brief workshop for Council staff including a theory presentation at the Council offices followed by a practical demonstration at the Walgett Showgrounds. Andrew attended the Walgett Community College and spoke to the kids at assembly regarding how to avoid dog bites and how to behave around strange dogs. Andrew did a practical demonstration for the children which was really well received. Andrew also did a number of dog training presentations at the Bulldust to Bitumen festivals.

Andrew's comments on his observations whilst as Walgett Shire Council are as follows:

*Thank-you and your staff for their hospitality last week; it was an interesting week.*

*You definitely work in a challenging environment.*

*As discussed last week apart from your current initiatives, the two main areas I would be looking at are:*

- Zero tolerance for aggression issues by way of consented surrender or order. The objective being to get the dogs off the street and it's a lot easier to permanently seize the dogs when the Order is breached.*
- The issue of continual breeding is always going to make dog population management difficult. Another concern is the early age puppies appear to be weaned and rehomed. There are many studies which correlate dramatically increased instances of behaviour problems with pups leaving the litter before 8 weeks of age. I observed some puppies were being rehomed before 4 weeks of age. This may partially explain the high number of roaming dogs with behaviour issues (along with other environmental issues). A combination of education and enforcement may lead*

*residents to surrender the pups due to the cost of Permanent Identification. The pups can then be rehomed out of area through rescue organisations (which is a great initiative you are already employing). This would be done in conjunction with de-sexing initiatives, but these programs are expensive and I did notice a resistance to this by residents.*

- *You seem to be making great inroads on the high number of roaming dogs. 'Educate them, direct them, make them' is good rule of thumb with any compliance issue.*

#### **D. Survey of Council Tips – Reinhard – Update**

On the 8<sup>th</sup> 7 9<sup>th</sup> June 2016 Reinhard Wilkes from GHD conducted a survey of landfill sites within the shire. The resulting reports will assist Council when tendering for the new Waste management Strategy as well as give a snapshot of the current situation at each site. Reinhard has been off work sick for a period of time which has delayed the receipt of these reports, however it is hoped these reports will be received in August so Council may commence the tendering process if required.

#### **E. Annual Tip Returns**

During the month of August Environmental Services staff will be completing the annual tip returns. At the time of writing this report returns have been completed for the non-licensed sites whilst the report for our only licensed site, the Walgett tip annual return report is in progress.

#### **F. 2016-17 Public Reserves Management Fund Program**

Council has recently been successful on receiving \$19,500 to clean up the burnt out humpy at the Lightning Ridge BMX Track and carry out light remediation to the site. On Thursday 11<sup>th</sup> August 2016 Kevin Humphries come to Walgett and presented Council with a cheque for the above amount. \$17.8 million has been allocated through the PRMFP in 2016/17 to fund more than 460 projects across the state. The funding process was very competitive – more than 840 applications were received, seeking more than four times the value of the available funds. Each application was assessed at the local and regional level before being reviewed on a whole-of-State basis by the PRMFP Assessment Committee. The Committee's final recommendations were then considered and approved by the Minister.

#### **G. Shop Awnings – Collarenebri**

At last month's Council meeting it was resolved to look into the matter of the awning at 21 Wilson Street and come to a resolution on how to proceed with this matter. Council staff are currently still working with our Solicitors in order to determine Council's best course of action in relation to this matter. A further report with a recommended action will be tables for the September meeting.

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

##### **Recommendation:**

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

##### **Moved:**

##### **Seconded:**

## 14.4 ACTING DIRECTOR ENGINEERING/TECHNICAL SERVICES

### 14.4.1 MONTHLY RMCC WORKS REPORT - JULY 2016

**REPORTING SECTION:** Engineering Services  
**AUTHOR:** Prafulla KC – Acting Director Technical/Engineering Services  
**FILE NUMBER:** 12/211

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**Summary:**

The purpose of this report is to inform Council of progress with regards RMCC works till 31 July 2016.

**Background:**

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

**Current Position:**

Routine maintenance works is ongoing. Heavy patching on highway SH18S is ongoing.

**Relevant Reference Documents/Policies:**

RMS approved budget

**Governance issues:** Nil

**Environmental issues:** Nil

**Stakeholders:**

Walgett Shire  
Walgett Residents

**Financial Implications:**

As at 31 July 2016, \$157,460.41 from Ordered Works and \$49,088.77 for Routine Services for 2016/2017 budget has been spent.

**Alternative Solutions/Options:** Nil

**Conclusion:**

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

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

**Attachments:**

Table 1 – 2016/2017 RMCC Ordered Works

Table 1 – 2016/2017 RMCC Ordered Works

| SN | Description                                | Expenditure as of 31 <sup>th</sup> of July 2016 | Physical status |
|----|--------------------------------------------|-------------------------------------------------|-----------------|
| 1  | Resealing                                  |                                                 | Not commenced   |
| 2  | Heavy Patching                             | \$157,460.41                                    | On going        |
| 3  | Routine Services                           | \$49,088.77                                     | On going        |
| 4  | Lightning Ridge Rehabilitation             |                                                 | Not commenced   |
| 5  | SH12 Warrambool Widening phase 3           |                                                 | Not commenced   |
| 6  | BJ railway crossing approach work          |                                                 | Not commenced   |
| 7  | Namoi Bridge Approach shoulder widening    |                                                 | Not commenced   |
| 8  | Walgett Town Street Shoulder Widening HW18 |                                                 | On going        |
| 9  | SH12 & HW18 Intersection Shoulder Widening |                                                 | Not commenced   |
| 10 | Culverts Replacement SH18, SH29            |                                                 | On going        |

## **14.4.2 MONTHLY MAINTENANCE GRADING REPORT JULY 2016**

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

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### **Summary:**

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

### **Background:**

Council has allocated amounts of \$953,538 and \$290,000 to maintain the unsealed Local and Regional Roads respectively to provide acceptable level of service. The Budget has been distributed to each road based on the length of road to allow maintenance grading at least once a year. Most roads get damaged after rain events several times in each year.

### **Current Position:**

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

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

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

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

### **Governance issues:**

Nil

### **Environmental issues:**

Nil

### **Stakeholders:**

Walgett Shire Council  
Walgett Residents  
Tourist

### **Financial Implications:**

As at 31 July 2016, \$37,947.27 has been spent from a total amount of \$1,252,488 provided in the 2016/2017 budget and operational plan.

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

Nil

### **Conclusion:**

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

## Monthly Maintenance Grading Report from Director Technical/Engineering Services

### Recommendation:

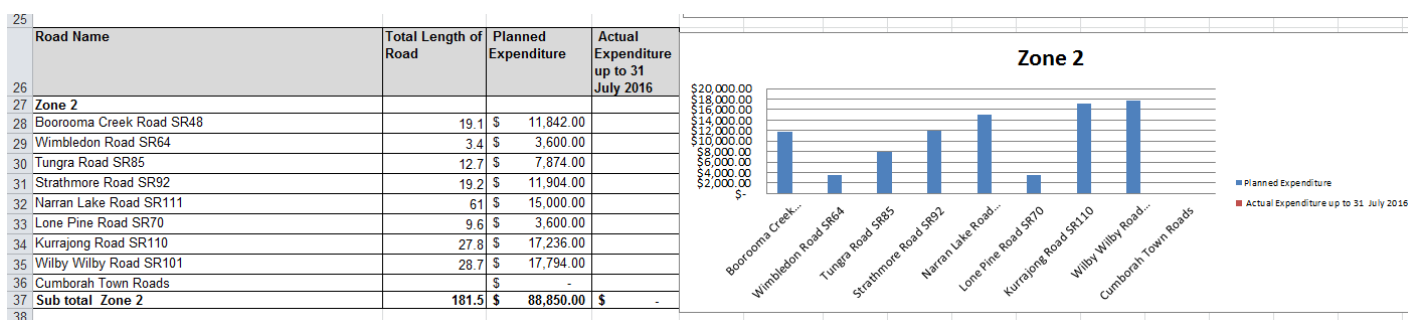
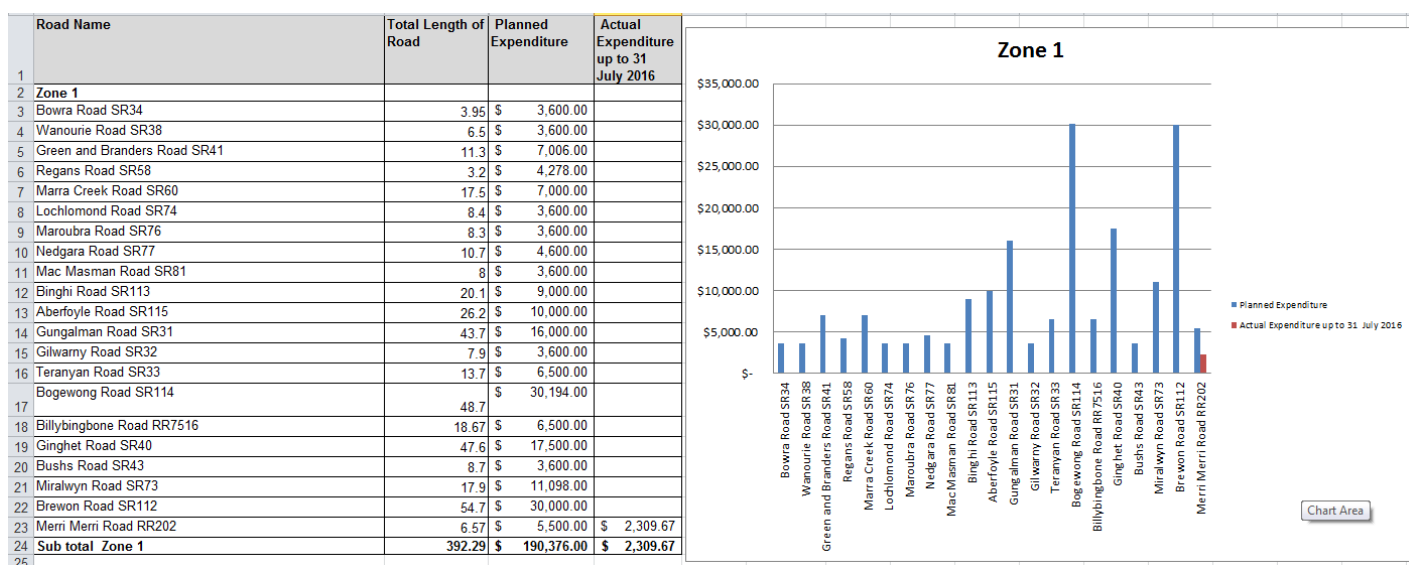
That Council receive and note the monthly maintenance grading works report for July 2016.

### Moved:

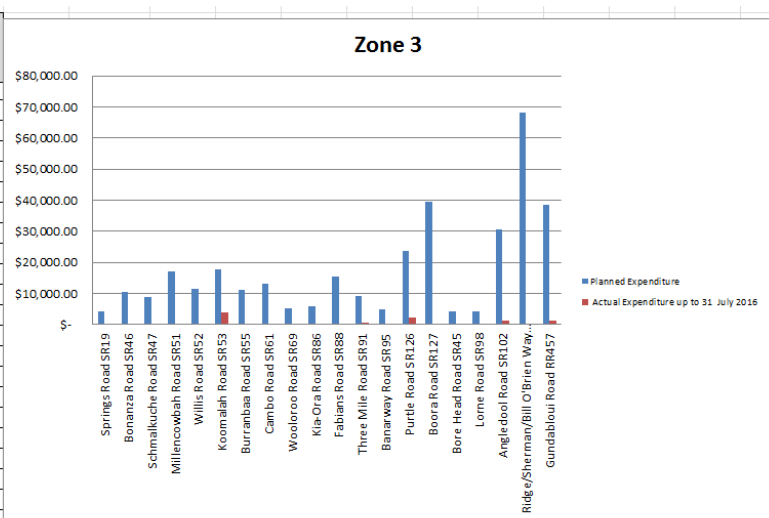
### Seconded:

### Attachments:

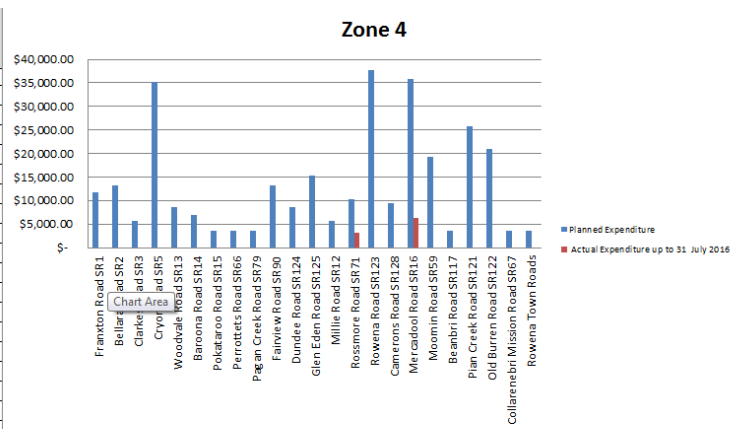
Maintenance works progress summary.



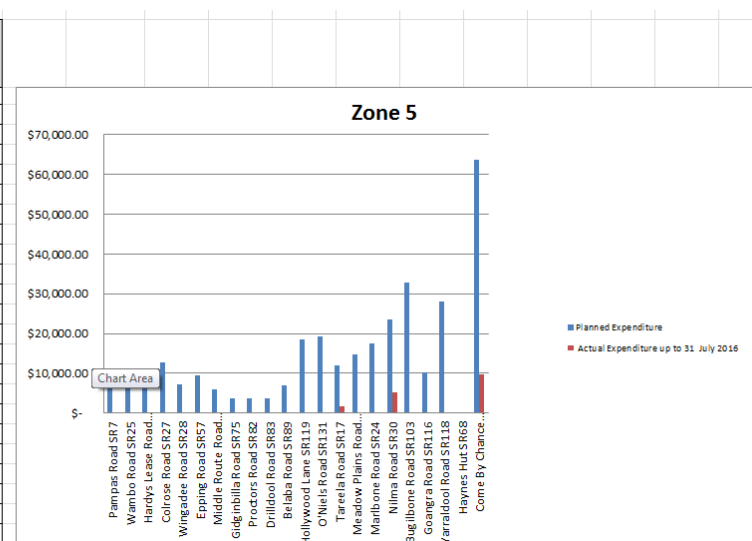
| Road Name                            | Total Length of Road | Planned Expenditure  | Actual Expenditure up to 31 July 2016 |
|--------------------------------------|----------------------|----------------------|---------------------------------------|
| <b>Zone 3</b>                        |                      |                      |                                       |
| Springs Road SR19                    | 2.7                  | \$ 4,278.00          |                                       |
| Bonanza Road SR46                    | 16.9                 | \$ 10,478.00         |                                       |
| Schmalkuche Road SR47                | 14.4                 | \$ 8,928.00          |                                       |
| Millencowbah Road SR51               | 27.7                 | \$ 17,174.00         |                                       |
| Willis Road SR52                     | 14.5                 | \$ 11,478.00         |                                       |
| Koomalah Road SR53                   | 28.4                 | \$ 17,608.00         | \$ 4,050.00                           |
| Burranbaa Road SR55                  | 18.1                 | \$ 11,222.00         |                                       |
| Cambo Road SR61                      | 21.1                 | \$ 13,082.00         |                                       |
| Woolaroo Road SR69                   | 1                    | \$ 5,063.00          |                                       |
| Kia-Ora Road SR86                    | 6.8                  | \$ 5,770.00          |                                       |
| Fabians Road SR88                    | 24.8                 | \$ 15,376.00         |                                       |
| Three Mile Road SR91                 | 0.2                  | \$ 9,152.00          | \$ 582.80                             |
| Banarway Road SR95                   | 1.2                  | \$ 4,720.00          |                                       |
| Purtle Road SR126                    | 26.8                 | \$ 23,780.00         | \$ 2,356.20                           |
| Boora Road SR127                     | 63.8                 | \$ 39,556.00         |                                       |
| Bore Head Road SR45                  | 5.1                  | \$ 4,278.00          | \$ 90.36                              |
| Lorne Road SR98                      | 6.9                  | \$ 4,278.00          |                                       |
| Angledool Road SR102                 | 49.3                 | \$ 30,566.00         | \$ 1,130.00                           |
| Ridge/Sherman/Bill O'Brien Way RR426 | 74.1                 | \$ 68,275.00         |                                       |
| Gundabloui Road RR457                | 46.9                 | \$ 38,600.00         | \$ 1,178.10                           |
| <b>Sub total Zone 3</b>              | <b>450.7</b>         | <b>\$ 343,662.00</b> | <b>\$ 9,387.46</b>                    |



| Road name                      | Total Length of Road | Planned Expenditure  | Actual Expenditure up to 31 July 2016 |
|--------------------------------|----------------------|----------------------|---------------------------------------|
| <b>Zone 4</b>                  |                      |                      |                                       |
| Franxton Road SR1              | 19                   | \$ 11,780.00         |                                       |
| Bellara Road SR2               | 21.4                 | \$ 13,268.00         |                                       |
| Clarkes Road SR3               | 6                    | \$ 5,700.00          |                                       |
| Cryon Road SR5                 | 56.75                | \$ 35,185.00         |                                       |
| Woodvale Road SR13             | 8.96                 | \$ 8,556.00          |                                       |
| Baroona Road SR14              | 11.1                 | \$ 6,882.00          |                                       |
| Pokataroo Road SR15            | 8.1                  | \$ 3,600.00          |                                       |
| Perrotts Road SR66             | 5.9                  | \$ 3,600.00          |                                       |
| Pagan Creek Road SR79          | 1.3                  | \$ 3,600.00          |                                       |
| Fairview Road SR90             | 12.6                 | \$ 13,300.00         |                                       |
| Dundee Road SR124              | 13.9                 | \$ 8,618.00          |                                       |
| Glen Eden Road SR125           | 24.6                 | \$ 15,252.00         |                                       |
| Millie Road SR12               | 9.1                  | \$ 5,642.00          |                                       |
| Rossmore Road SR71             | 10.7                 | \$ 10,220.00         | \$ 3,080.00                           |
| Rowena Road SR123              | 34.5                 | \$ 37,730.00         |                                       |
| Cameron Road SR128             | 15.2                 | \$ 9,424.00          |                                       |
| Mercadool Road SR16            | 57.7                 | \$ 35,774.00         | \$ 6,238.51                           |
| Moomin Road SR59               | 31                   | \$ 19,220.00         |                                       |
| Beanbri Road SR117             | 4.9                  | \$ 3,600.00          |                                       |
| Pian Creek Road SR121          | 41.7                 | \$ 25,854.00         |                                       |
| Old Burren Road SR122          | 33.9                 | \$ 21,018.00         |                                       |
| Collarenebri Mission Road SR67 | 4.6                  | \$ 3,600.00          |                                       |
| Rowena Town Roads              |                      | \$ 3,600.00          |                                       |
| <b>Sub total Zone 4</b>        | <b>432.91</b>        | <b>\$ 305,023.00</b> | <b>\$ 9,318.51</b>                    |



| Road Name                  | Total Length of Road | Planned Expenditure    | Actual Expenditure up to 31 July 2016 |
|----------------------------|----------------------|------------------------|---------------------------------------|
| <b>Zone 5</b>              |                      |                        |                                       |
| Pampas Road SR7            | 16.3                 | \$ 10,106.00           |                                       |
| Wambo Road SR25            | 17.7                 | \$ 10,974.00           |                                       |
| Hardys Lease Road SR26     | 16                   | \$ 9,920.00            |                                       |
| Colrose Road SR27          | 20.6                 | \$ 12,772.00           |                                       |
| Wingadee Road SR28         | 11.8                 | \$ 7,316.00            |                                       |
| Epping Road SR57           | 15.4                 | \$ 9,548.00            |                                       |
| Middle Route Road SR72     | 9.6                  | \$ 5,952.00            |                                       |
| Gidginbilla Road SR75      | 7.4                  | \$ 3,600.00            |                                       |
| Proctors Road SR82         | 4.4                  | \$ 3,600.00            |                                       |
| Drilldool Road SR83        | 5.1                  | \$ 3,600.00            |                                       |
| Belaba Road SR89           | 11.2                 | \$ 6,944.00            |                                       |
| Hollywood Lane SR119       | 29.9                 | \$ 18,538.00           |                                       |
| O'Niels Road SR131         | 31.1                 | \$ 19,282.00           |                                       |
| Tareela Road SR17          | 19.4                 | \$ 12,028.00           | \$ 1,820.00                           |
| Meadow Plains Road SR21    | 23.9                 | \$ 14,818.00           |                                       |
| Marlbone Road SR24         | 28.4                 | \$ 17,608.00           |                                       |
| Nilma Road SR30            | 37.8                 | \$ 23,436.00           | \$ 5,324.16                           |
| Bugilbone Road SR103       | 28.7                 | \$ 32,725.00           |                                       |
| Goangra Road SR116         | 16.4                 | \$ 10,168.00           |                                       |
| Yarraldool Road SR118      | 41.3                 | \$ 28,000.00           |                                       |
| Haynes Hut SR68            | 4.5                  |                        |                                       |
| Come By Chance Road RR7716 | 69.7                 | \$ 63,642.00           | \$ 9,787.50                           |
| <b>Sub total Zone 5</b>    | <b>466.6</b>         | <b>\$ 324,577.00</b>   | <b>\$ 16,931.66</b>                   |
| <b>Total</b>               | <b>1,924.00</b>      | <b>\$ 1,252,488.00</b> | <b>\$ 37,947.30</b>                   |





### **14.4.3 MONTHLY ENGINEERING/TECHNICAL SERVICES PROGRESS REPORT**

**REPORTING SECTION:** Engineering Services  
**AUTHOR:** Prafulla KC– Acting Director Engineering Technical Services  
**FILE NUMBER:** 12/211

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**Summary:**

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

**Background:**

A budget of \$25.15 Million including RMCC work has been allocated to the Rural Infrastructure and Support Service for capital & maintenance works, fleet management and engineering administration for 2016/2017.

**Current Position:**

The status of work progress is as follows:

| <b>In Progress</b>           | <b>Completed</b> |
|------------------------------|------------------|
| Culverts SH12, SH18 and SH29 |                  |
| Heavy-patching SH18S         |                  |
| Gundabloui Road              |                  |
| Wee Waa Street               |                  |
| Angeldool Road Resheeting    |                  |
| Castlereagh Highway South    |                  |

**Relevant Reference Documents/Policies:**

2016/17 Operational Plan and Budget

**Governance issues:**

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

**Environmental issues:**

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

**Stakeholders:**

Walgett Shire  
Walgett Shire Residents and Rate Payers

**Financial Implications:**

As at 31 July 2016, \$15,863,047 has been spent from a total amount of \$ 25,150,161 allocated for 2016/2017 budget. See attach table for details.

**Alternative Solutions/Options:**

Nil

**Conclusion:**

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

## Monthly Progress report from Acting Director Engineering Technical Services

### Recommendation:

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

### Moved:

### Seconded:

### Attachment:

2016/2017 Budget vs Expenditure spreadsheet up the 31 July 2016

| Ledger Item                            | Actual,<br>Committed and<br>On Cost up to<br>31st July 2016 | Budget                 |
|----------------------------------------|-------------------------------------------------------------|------------------------|
| Engineering Administration             | \$18,797.00                                                 | \$620,144.00           |
| Depot Operation                        | \$8,099.67                                                  | \$47,799.00            |
| Emergency Services (RFS*SES)           | \$241.00                                                    | \$295,780.00           |
| Emergency Services                     | \$148.94                                                    | \$25,085.00            |
| Fleet Operations & Workshop            | \$119,393.00                                                | \$3,650,722.00         |
| Regional Road Flood Damage             | \$0.00                                                      | \$0.00                 |
| Urban Road Operation                   | \$0.00                                                      | \$318,404.00           |
| Local Roads Operations                 | \$10,823.00                                                 | \$682,196.00           |
| Local Roads Maintenance                | \$113,065.00                                                | \$1,516,043.00         |
| Regional Roads Operations              | \$7,495.00                                                  | \$720,853.00           |
| Regional Roads Maintenance             | \$83,895.00                                                 | \$1,348,051.00         |
| RMCC                                   | \$313,439.00                                                | \$2,931,172.00         |
| Private Works                          | \$2,528.00                                                  | \$30,000.00            |
| Walgett Depot Renewal and Improvements | \$0.00                                                      | \$0.00                 |
| Fleet Renewal and Improvements         | \$51,511.00                                                 | \$1,886,683.00         |
| Local Roads Renewal                    | \$125,310.00                                                | \$8,100,563.00         |
| Regional Road Renewal                  | \$0.00                                                      | \$250,471.00           |
| Regional Road Improvement              | \$326,506.00                                                | \$2,820,756.00         |
| <b>Total</b>                           | <b>\$1,181,251.61</b>                                       | <b>\$25,244,722.00</b> |

