



WALGETT SHIRE COUNCIL

AGENDA

15 April 2008

RAY KENT
General Manager



3rd April 2008

Administrator
Walgett Shire Council
PO Box 31
WALGETT NSW 2832

NOTICE IS HEREBY GIVEN that the Ordinary Meeting of Walgett Shire Council will be held in the **Collarenebri Bowling Club commencing at 10.00am.**

AGENDA

Public Forum Presentations

(Limited to five minute presentations, and must relate to items listed within the Business Paper, with two speakers, speaking for the item and two speakers, speaking against the item to be considered)

Welcome to visitors

Recognising the original Aboriginal caretakers of the lands covered by the Shire

Confirmation of Minutes of the Council meeting held 18 March 2008.

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10. CLOSED COUNCIL MEETING

**MINUTES OF THE MEETING OF THE WALGETT SHIRE COUNCIL
HELD IN THE LIGHTNING RIDGE BOWLING CLUB
ON TUESDAY, 18 MARCH 2008 COMMENCING AT 10.00 am**

PRESENT

Mr Vic Smith	Administrator
Mr Ray Kent	General Manager
Mr Matthew Goodwin	Director, Planning and Regulatory Services
Mrs Myrene Lovegrove	Acting Director, Corporate and Community Services
Mr Ian Taylor	Acting Director, Infrastructure and Engineering Services
Miss Jodie Gates	Minute Secretary

Administrator Vic Smith welcomed those attending the meeting and invited any member of the community to address matters listed within the Council Agenda.

OPEN FORUM PRESENTATIONS

There were no presentations made by members of the public.

Confirmation of Minutes – 19 February 2008

RESOLUTION:

It was resolved on the Motion of the Administrator that the Minutes of the Council Meeting held on 19 February 2008 be confirmed.

CARRIED

54/08 Acceptance of Reserve Trust Minutes

RESOLUTION:

It was resolved on the motion of the Administrator that:

1. Council endorse the resolutions of the Reserve Trust meetings held 18 March 2008.
2. Council takes action to implement the resolutions of the Reserve Trusts.

CARRIED

55/08 Report on Youth Development Services November to March 2008

RESOLUTION:

It was resolved on the motion of the Administrator that the report on Youth Development and Services for the period November 2007- March 2008 be noted.

CARRIED

56/08 Community Services Activities – Quarterly Report

RESOLUTION:

It was resolved on the motion of the Administrator that Council receive and note the Community Liaison Officer's Report for March 2008.

CARRIED

57/08 Request for waiving of temporary license fees and bond for use of Collarenebri Town Hall – Walgett Aboriginal Medical Centre

RESOLUTION:

It was resolved on the motion of the Administrator that Council resolution 11/08 be amended as follows:

That Council approve a donation of \$385 to Walgett Aboriginal Medical Service Co-operative Ltd for the temporary licence fee and supper room charge for Collarenebri Town Hall for a twelve month period payable from Manager Corporate Services - Contingency account and reallocated to Members & Civic – Section 356 Donation.

That Council resolve to waive the bond of \$250 payable by Walgett Aboriginal Medical Service Co-operative Ltd for the use of Collarenebri Town Hall while staging Goonimoo Mobile Children's Resource Unit.

That Council consider an annual contribution towards Walgett Aboriginal Medical Service Co-operative Ltd licence fee, supper room charge and bond for the use of Collarenebri Town Hall whilst staging Goonimoo Mobile Children's Resource Unit in its Management Plan 2008/2009 – 2012/2013.

CARRIED

58/08 Waste to Art – Funding allocation

RESOLUTION:

It was resolved on the motion of the Administrator that:

1. Council resolve to allocate \$500 from Manager Corporate Services - Contingency Account to Community Services - Waste to Art for participation in the Waste To Art and Design Community Art Exhibition and Competition.
2. That Council resolve to consider allowing \$4,000 in the Management Plan 2008/2009 for Waste to Art projects.

CARRIED

59/08 Payment for Relief Duties Policy

RESOLUTION:

It was resolved on the motion of the Administrator that Council resolve to adopt the revised Walgett Shire Council Payment for Relief Duties Policy.

CARRIED

60/08 Reviewed recommendations for Walgett Shire Council Social Plan 2007-2010

RESOLUTION:

It was resolved on the motion of the Administrator that Council receive and adopt, as tabled, the reviewed recommendations of the Walgett Shire Council Social Plan and the reviewed recommendations be attached to the Social Plan.

CARRIED

61/08 Community internet wireless proposal, Collarenebri trial

RESOLUTION:

It was resolved on the motion of the Administrator that:

1. The proposal for a trial of community wireless internet in Collarenebri and Wali be endorsed
2. The trial be funded in 2007/08 to the extent of \$10,000. Such funds to be gained from Corporate Services Contingency Account 11.3805.9000
3. A proposal be prepared for extending the service to other towns and villages within the Shire over 2008/09. Such proposal to be considered in the context of the formulation of the 2008/09 Budget

CARRIED

62/08 Youth Centre upgrade – reallocation of funding

RESOLUTION:

It was resolved on the motion of the Administrator that:

1. That Council resolve the allocate \$4,000 from Manager Corporate Services - Contingency Account to Youth Services - Youth Centre Refurbishment - Capital Works for the purchase of furniture and equipment for the Walgett Youth Centre.
2. That Council resolve to consider allowing \$4,000 in the Management Plan 2008/2009 - 2012/2013 for furniture and equipment for the Lightning Ridge and Collarenebri Youth Centres.

CARRIED

63/08 Investment report as at 29 February 2008

RESOLUTION:

It was resolved on the motion of the Administrator that the Investment Report as at 29 February 2008 be received.

CARRIED

64/08 Rates report as at 29 February 2008

RESOLUTION:

It was resolved on the motion of the Administrator that the rates report as at 29 February 2008 be received.

CARRIED

65/08 Development and Complying Development Certificate Applications

RESOLUTION:

It was resolved on the motion of the Administrator that Walgett Shire Council resolve to note the Development and Complying Development Certificate applications dealt with under delegated authority by the Manager Planning and Regulation and General Manager during February 2008.

CARRIED

66/08 Western Lands Lease Application 15057

RESOLUTION:

It was resolved on the motion of the Administrator that Walgett Shire Council resolve to write to the Department of Lands and state that:

It objects to the application on the basis that the area being sought is larger than 2,500 square metres.

Council's policy regarding such matters was established at a Council meeting held on 21 September 2006, and there is no reason to vary from that policy in this case.

CARRIED

67/08 Lightning Ridge Mining Board Meeting

RESOLUTION:

It was resolved on the motion of the Administrator that Walgett Shire Council resolve to note the report provided by the Director, Planning and Regulatory Services, Matthew Goodwin, on his attendance as Walgett Shire Council's delegate at the Lightning Ridge Mining Board meeting held on 14 February 2008.

CARRIED

68/08 Camps on Claims Working Group Meeting
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RESOLUTION:

It was resolved on the motion of the Administrator that Walgett Shire Council resolve to note the report provided by the Director Planning and Regulatory Services, Matthew Goodwin, on his attendance as Walgett Shire Council's delegate at the Camps on Claims Working Group meeting held on 13 February 2008.

CARRIED

The following resolutions were brought forward from the Closed Council Meeting:-

69/08 Assessment 8961-Dimopoulos

RESOLUTION:

It was resolved on the motion of the Administrator

1. That Council rescind the motion from the November 2007 Closed Council meeting as follows:

RESOLUTION:

It was resolved on the Motion of the Administrator that Council resolve to sell the land Lot 1 DP 309612 for unpaid rates pursuant to s713 of the Local Government Act (1993) at the next scheduled Auction to be held in May 2008 with a view of Council itself attempting to purchase the land during the sale process.

Carried

2. That Council not pursue legal action against Mr Dimopoulos (Assessment 8961) Lot 1 DP 309612.
3. That Council resolve to sell the land Lot 1 DP 309612 (Assessment 8961) for unpaid rates pursuant to s713 of the Local Government Act (1993) at the scheduled auction in May 2009, with a view of Council itself attempting to purchase the land during the sale process.

CARRIED

The meeting closed at 10.05am

To be confirmed by Council at its meeting to be held on Tuesday, 15 April 2008.

Administrator

General Manager

RESOLUTION:

That the Minutes of the Council Meeting held on 18 March 2008 be confirmed.

1. ACCEPTANCE OF RESERVE TRUST MINUTES

REPORTING SECTION: Secretary Reserve Trust Management Committee
AUTHOR: Secretary of the Reserve Trust
FILE NUMBER: 280/01/00/00

Summary:

This report recommends that Council accepts all the recommendations of the reserve trust meetings held 15th April 2008.

Discussion (including issues and background):

Council as the appointed reserve trust manager has certain responsibilities in its role as manager they include;

- Develop and implement Plans of Management in accordance with the Local Government Act 1993 and Crown Lands Act 1989
- Making regulatory decisions eg; use of the reserve, hours of entry, fees and charges etc
- Adopting Codes of Conduct
- Financial record keeping
- Counter-signing of development application and grants
- Holding Reserve Trust meetings as required

Reserve Trust Management Meetings are held prior to the Council meeting on the 3rd Tuesday of the Month. Members of the public are welcome to attend and can obtain an agenda on the relevant reserve by contacting Council.

Relevant Reference Documents:

- Reserve Trust Minutes

Stakeholders:

- Walgett Shire Council
- Reserve Trust Management Committees
- Department of Natural Resources
- Department of Lands

Financial Implications:

There may be costs associated with resolutions of the Reserve Trust meetings. These will be stated in the relevant Reserve Trust Minutes.

Recommendations:

1. That Council endorse the resolutions of the Reserve Trust meetings held 15th April 2008.
2. That Council takes action to implement the resolutions of the Reserve Trusts.

3. *PROPOSAL FOR NAMING WALGETT NUMBER 2 OVAL*

REPORTING SECTION: General Manager
AUTHOR: Ray Kent - General Manager
FILE NUMBER: 315/01/06/00 & 021/11/01/03

Summary:

A request was received in January, from the Walgett Rugby Club, to name the number 2 Oval the "Alan (Algie) Friend Rugby Oval". The Club wishes to have a naming event in association with the Club's 50th Anniversary celebrations to be held 6th June 2008. The proposal was publicly notified and it is recommended that the proposal be supported by Council.

Discussion (including issues and background):

The letter requesting Council support for the naming of the Oval is attached, along with a location map.

The request was advised to the Walgett Wolves Soccer Club and the Walgett District Cricket Association. The proposal was also publicly notified in Council's newspaper column and submissions invited.

Circulated under separate cover are: a letter from the Cricket Association objecting to the proposal; a letter from the Soccer Club supporting the proposal; a letter from Mrs M Mace supporting the proposal; a further letter from the Rugby Club.

On balance it is considered that the naming proposal should be supported by Council and the Club requested to advise its proposal/s in respect of signage.

Relevant Reference Documents:

Correspondence in respect of the subject.

Stakeholders:

Walgett Rugby Club; other sporting bodies who use the Oval; the citizens of Walgett generally.

Financial Implications:

Nil

Recommendations:

That Council:

- 1. Support the proposal to name the Number 2 Oval in Walgett the "Alan (Algie) Friend Rugby Oval"**
- 2. Advise the Club of its decision and request advice from the Club as to what is proposed in terms of signage**

Attachments

WALGETT RUGBY CLUB
P.O BOX 243
WALGETT, NSW 2832

PRESIDENT: NEIL NEWTON
"CRAIGMORE"
WALGETT, 2832
0427061175
neil_newton@hotmail.com

SECRETARY: LAURA TOLLEY
23 MONTKEILA ST
WALGETT, 2832
0410537186

Mr Raymond Kent
General Manger
Walgett Shire Council
Fox St
Walgett, N.S.W
2832

13th January, 2008

Dear Sir,

Re: Renaming of the No.2 Oval

The Walgett Rugby Club (WRC) would like to propose the renaming of the No.2 Oval to the "Alan (Algie) Friend Rugby Oval".

The WRC is celebrating 50 years of Walgett Rugby in 2008. There are celebrations planned to mark this momentous event for the Walgett Shire. Parts of these celebrations are to formally appoint a historically significant title to the above oval.

Mr Friend has been an integral part of the WRC since its inception in 1958 and still to this day. We have attached a copy of a brief history entailing just some of Mr Friends contributions toward to club and zone rugby.

The WRC, all its members, past and present strongly endorse the title of "Alan (Algie) Friend Rugby Oval". This title was also unanimously supported at the 2007 Annual General Meeting.

Yours Sincerely

Mr Neil Newton
President
Walgett Rugby Club

**Walgett Shire
Council**

REC'D

15 JAN 2008

FILE: 006/05/03/44

LETTER No: 196

REFER: RKK per JMG

COPY:

Mr Alan (Algie) Friend Rugby Oval

- Team Captain 7 years 1959 – 65
- 1st grade coach 5 years 1959 – 60 – 62 – 65 – 88
- President 7 years 1968 – 72
- Vice President 23 years
- Trustee of the club omitted in corporation
- Life member – elected in 1965
- Honour cap 4 years (highest club acclamation)
- Played 188 1st grade games for Walgett
- North West Zone president – As president help to merge far west and north west zones to form Western Plains
- Secured Walgett versus Fiji match 1961
- Played 25 Zone games
- Captained the zone on all 25 occasions
- Coach Western Plains Zone 1965



4. AUSTRALIA DAY AWARDS

REPORTING SECTION: General Manager
AUTHOR: Ray Kent - General Manager
FILE NUMBER: 002/04/03/99

Summary:

In association with the Australia Day Council of NSW, Council recognises outstanding citizens, in a number of categories. It is an appropriate time to review the Award categories and the judging arrangements.

Discussion (including issues and background):

Currently Awards are granted in the following categories:

1. Citizen of the Year
2. Elder Citizen (25 years and over)
3. Young Citizen (up to 25 years)
4. Sports Award for an individual under 18 years
5. Sports Award for an individual 18 years and over
6. Sports Award for an Organisation or Team
7. Consistent Community Service Award (individual or group)

In 2008 a situation arose where, because of the category definitions (Elder Citizen being 25 years and over), the "Elder Citizen" of the year was younger than the "Citizen" of the year. Also, because it was not clear that a nominee in any category could be considered for "Citizen of the Year", nominators felt obliged to lodge multiple nominations ie nominate a person as both Citizen and Senior Citizen.

Attached is a note from the Chairperson of the 2008 Australia Day Awards Judging Panel, Mrs Marion Ward. Mrs Ward recommends Awards as follows:

1. Citizen of the Year- open to all age groups
2. Senior Citizen - 60 years and over
3. Adult Citizen - 26 to 59 years
4. Young Citizen - under 26 years
5. Senior Sports Person
6. Young Sports Person - under 26 years
7. Sports Team
- 8 Consistent Community Service Award for consistent service over a number of years
9. Volunteer for each town

The Australia Day Council guidelines suggest that, at a minimum, there be the following Awards:

1. Citizen of the Year - all nominees considered as long as 16 years of age on Australia Day
2. Young Citizen Award - aged 16 but under 26 years of age on Australia Day
3. Community Event of the Year - organised by a group of four or more people

The Council also recommends that Councils consider awarding:

4. Senior Citizen Award - aged 60 years and over on Australia Day
5. Sportsperson of the Year

The Council recommends that all nominees should be eligible for "Citizen of the Year" ie nominees for Citizen, Young Citizen and Senior Citizen. The Council also advises that the first Award to be judged should, logically, be "Citizen of the Year". This simply means that, for instance, the "Citizen of the Year" might also be the "Young" or "Senior Citizen" of the year.

The Australia Day Council also recommends that the Judging Panel should comprise both elected members and a cross section of community members.

It is considered that Walgett's Awards should reflect both the suggestions of the Australia Day Council and the views of the past Chairperson of Walgett's Awards Judging Panel. Awards should, therefore, be as follows:

1. Citizen of the Year - adjudged from among all nominees of at least age 16 years on Australia Day. This Award to be determined before all others.
2. Senior Citizen of the Year - nominee aged 60 years and over on Australia Day
3. Young Citizen of the Year - aged 16 to 25 years on Australia Day
4. Young Sportsperson Award - sportsperson aged under 26 years
5. Sportsperson of the Year
6. Sports Team of the Year
7. Consistent Community Service Award for an Individual
8. Community Event of the Year

It is not considered that the size of a town has any particular bearing on whether a resident is more or less likely to be a worthy recipient of an Award and, therefore, it is not considered necessary to have separate volunteer awards for each town/village.

Relevant Reference Documents:

Program Guide: NSW Local Citizen of the Year Awards (Australia Day Council of NSW)

Stakeholders:

Council and community

Financial Implications:

Nil

Recommendations:

That:

1. Walgett Shire Council's Australia Day Awards comprise:

- a) Citizen of the Year - adjudged from among all nominees
- b) Senior Citizen of the Year - nominee aged 60 years and over on Australia Day
- c) Young Citizen of the Year - nominee aged 16 years to 25 years on Australia day
- d) Young Sportsperson - nominee aged under 18 years on Australia Day
- e) Sportsperson - aged 18 years and over on Australia Day
- f) Sports Team of the Year
- g) Consistent Community Service Award for an Individual
- h) Community Event of the Year

2. Citizen of the Year be the first Award to be determined by the Judging Panel with all nominees ie including nominees for Young and Senior Citizen, being eligible for the Award

3. The Judging Panel for the Awards comprise at least one member of Council and at least five community members

Attachment

006/05/03/44 Rn: 703.

AUSTRALIA DAY AWARDS.

SOME THOUGHTS FROM ME MARION WARD.

THAT A WRITTEN EXPLANATION OF ALL SECTIONS TO BE PRINTED AND ATTACHED TO EACH NOMINATION FORM.

1 CITIZEN OF THE YEAR. IS OPEN TO ALL AGE GROUPS. AND ONLY FOR ONE YEARS ATITVITES.

2 SENIOR CITIZEN. (60 YREARS AND OVER) also for last years activities.

3 ADULT CITIZEN 26 years to 59 years. THIS COULD BE A NEW CATORGERY AND WILL ILIMINATE ALL UNPLEASANTMESS AS ALL AGE GROUPS ARE COVERED.
This is also for only one years activities.

WHICH MEANS THAT SENIOR AND ADULT CAN ALSO BE ENTERED IN CITIZEN OF THE YEAR.

WITH THE OTHER NOMINATIONS THAT ARE NOT NOMINATED IN SENIOR OR ADULT.

4 YOUNG CITIZEN AGE TO 25 YEARS. ALSO FOR ONLY ONE YEARS ACTIVITIES.

5 SENIOR SPORTS PERSON. Also taken on 12 months activities.

6 YOUNG SPORTS PERSON. AGE UP TO 25 YEARS.

7 TEAM SPORTS SECTION also for past 12 months ALL AGE GROUPS (UNLESS YOU WANT TO HAVE A YOUNG TEAM SPORTS SECTION..

8 CONSISTENT COMMUNITY SERVICE. IS FOR MORE THAN ONE YEAR.

9 Bring back to Volunteer each town. Having this does give the small towns a representative from their towns.
As than really cannot compete against Walgett & Lighterning Ridge.

5. **COUNCIL MEETING DATES 2008 - 2009**

REPORTING SECTION: General Manager

AUTHOR: Jodie Gates – Executive Assistant to General Manager

FILE NUMBER: 013/06/01/44

Summary:

This report proposes dates for regular Council Meetings until 30 June 2009, for adoption.

Discussion (including issues and background):

The proposed regular Council meeting dates through until June 2009 are set below. It is proposed to continue the scheduled dates as the third (3rd) Tuesday of each calendar month excepting January, which has been traditionally left without a meeting due to holidays and limited business being carried through this period.

The following dates are proposed until June 2009.

Month	Day	Date	Location
July 2008	Tuesday	15th	Walgett
August 2008	Tuesday	19th	Walgett
September 2008	Tuesday	16th	Walgett
October 2008	Tuesday	21st	Carinda
November 2008	Tuesday	18th	Burren Junction
December 2008	Tuesday	16th	Walgett
January 2009	No Meeting		
February 2009	Tuesday	17th	
March 2009	Tuesday	17th	
April 2009	Tuesday	21st	
May 2009	Tuesday	19th	
June 2009	Tuesday	16th	

Relevant Reference Documents:

Local Government Act 1993.

Stakeholders:

Residents and Council of Walgett Shire

Financial Implications:

Nil

Recommendations:

That Council's scheduled meeting dates be set as listed below for the period July 2008 until June 2009.

Month	Day	Date	Location
July 2008	Tuesday	15th	Walgett
August 2008	Tuesday	19th	Walgett
September 2008	Tuesday	16th	Walgett
October 2008	Tuesday	21st	Carinda
November 2008	Tuesday	18th	Burren Junction
December 2008	Tuesday	16th	Walgett
January 2009	No Meeting		
February 2009	Tuesday	17th	
March 2009	Tuesday	17th	
April 2009	Tuesday	21st	
May 2009	Tuesday	19th	
June 2009	Tuesday	16th	

6. ABORIGINAL ENGAGEMENT PROJECT

REPORTING SECTION: General Manager
AUTHOR: Ray Kent, General Manager
FILE NUMBER: 013/05/04/01

Summary:

Council's Aboriginal Community Development and Reconciliation Plan recommends measures be taken to increase the aboriginal population's participation in Council, both as voters and election candidates. Council elections will take place on the 13th September and it is proposed that Council embark on a program that has as its aims: increasing the number of aboriginal persons on the Voters Roll; increasing aboriginal voter turnout at the Election; encouraging aboriginal candidates to contest the elections.

Discussion (including issues and background):

The attached document (entitled "A Political Engagement Program for the Aboriginal Community of Walgett Shire"):

1. Highlights the fact that, at a maximum, only 80% of persons entitled to be enrolled in the Shire are in fact enrolled and that at the 2004 Council election it is estimated that only 57% of persons aged 18 years and over voted.
2. Proposes that Council engage the services of an aboriginal person who would have the responsibility for: undertaking a voter enrollment program; implementing a program to assist transport disadvantaged people in general to attend at polling booths; engaging and training aboriginal persons who would, as requested, provide assistance to voters at polling booths; assisting to organise information sessions for prospective candidates and persons interested in the Council election generally.

The Project will be overseen by the Director, Corporate and Community Services and managed by the Aboriginal Liaison Officer.

Relevant Reference Documents:

Walgett Shire Council's Aboriginal Community Development and Reconciliation Plan.

Stakeholders:

Aboriginal residents and transport disadvantaged persons generally.

Financial Implications:

The direct cost of the project would be \$24,500 comprising: \$16,000 for salary for an the election/enrollment officer; \$5,500 for wages for casual staff who would assist with "door to door" enrollment activity and provide election day services; \$2,000 for publicity, printing and postage; \$1,000 for fuel, vehicle hire and contingency. \$5,500 would be required to be voted in the 2007/08 Budget and \$19,000 in the 2008/09 Budget.

Recommendations:

That:

- 1. The proposal for a political engagement program for the aboriginal community of Walgett Shire, as outlined in the attached document, be endorsed.**
- 2. The 2007/08 Budget be amended to provide \$5,500 for the project and provision be made in the 2008/09 Budget for \$19,000, being the balance of project cost**

Attachment

A POLITICAL ENGAGEMENT PROGRAM FOR THE ABORIGINAL COMMUNITY OF WALGETT SHIRE “Get involved. Take control.”

Introduction

Periodic elections for Councils will be held across New South Wales on the 13th September 2008. Council has been under Administration for the past four years so there are no sitting Councillors. The Council area is not divided and nine (9) Councillors will be elected from across the Shire.

Background

Walgett Shire covers an area of 22,000 km². Between 2001 and 2006 the population of the Shire fell from 8,297 to 6,944. As the population fell the proportion of the population which is aboriginal rose from 21.5% to 28.2%. Approximately 80% of the Shire's population lives in the towns of Collarenebri, Lightning Ridge and Walgett. The approximate proportion of the populations of these towns which is aboriginal is: Collarenebri 42%; Lightning Ridge 20%; Walgett 50%.

The population of the Shire is significantly disadvantaged when compared to the State population as a whole. For instance, in 2006 60% of individuals had a weekly income less than \$400 compared to a figure of 46% for the State as a whole. In 2006 only 30% of the population of the Shire had completed Year 12 schooling, compared to over 47% for the State as a whole.

Political Engagement

Figures provided by the NSW Electoral Office indicate that only 80% of persons entitled to be enrolled are in fact enrolled. Of those who were enrolled in 2004, only 70% voted at the Council election. In short, at the 2004 Council election only 57% of persons aged 18 years and over, voted.

Objective

Significantly increase the involvement of the Shire's aboriginal community in Local Government, both as voters and candidates.

Strategy

Embark on a campaign to:

- increase the number of aboriginal persons on the Voters Roll
- increase aboriginal voter turnout at the forthcoming Council elections
- encourage aboriginal candidates to contest the Council elections

Increased Aboriginal Voter Turnout at the Council Election

Actions need to vary from town to town in recognition of their different sizes and characteristics.

1. Collarenebri

There is no newspaper serving the town but it is small and compact, with only one aboriginal housing settlement (Wali) outside the town boundary. Council runs an Agency in town, staffed by two persons, which provides Post Office, Council, Commonwealth Bank and Countrylink booking services.

It is proposed that Council's Agency will be an Enrolment Centre where forms will be stored and where a casual, trained aboriginal person would be present, at publicized times, to assist persons with their enrolments. The permanent Council staff would also be trained.

Additionally, it is proposed that a trained aboriginal worker will go door to door over a period of one week distributing enrolment forms and assisting with their completion when requested by residents. Council will accept responsibility for forwarding all completed forms to the Electoral Commissioner. Aboriginal organizations will also be approached with a view to their involvement in the program. There are no major events planned for the town where Council could mount an enrolment program.

On election day, Council will organize for a bus and driver to collect persons who need assistance to get to the polling booth while a trained aboriginal person will be on hand to assist with voting if requested.

As there is no home post delivery service in the town, information regarding the elections and enrolment will be prepared and placed in the letter boxes at Council's Agency.

2. Lightning Ridge

There is a weekly newspaper in the town and a range of community facilities. There is no home delivery of mail but there is a Post Office where mail is picked up by many more persons than the Census records as living in the locality. A large number of persons, including aboriginal persons, live in the opal fields.

The offices of the Barrickneal Corporation or the Neighbourhood Centre could be used as an Enrolment Centre and will be staffed at publicized times by a trained aboriginal person, who will assist in the filling out of enrolment forms. Forms will also be placed in all post office boxes with supporting information on the elections.

There will be no door to door distribution of forms because of the size and dispersed nature of the town.

An enrollment campaign will be mounted at the regional under 12 years Rugby League carnival which runs from 6th to 12th July.

It is planned to have a bus available on election day to assist those who require transport to the Polling booth. A trained aboriginal worker will also be present at the Polling Booth to assist, as requested, with voting procedure.

3. Walgett

The Council Administration Centre in Walgett will be the Enrolment Centre where forms are held and assistance provided as requested. A number of Aboriginal organizations in the town will also be enlisted to aid in the enrolment program. Information and enrolment forms will be distributed by post within the town but a trained aboriginal worker will distribute door to door in the settlements of Gingi and Namoi, which are located outside the town boundary.

A 12 seater Council bus and the High School's bus will be used on election day and a trained aboriginal officer will be present at the Polling Booth to provide assistance as requested.

Actions to Increase the number of Aboriginal Candidates at the Council Elections

Council's Aboriginal Liaison Officer will work with all Aboriginal Groups within the Shire to encourage potential candidates from the different towns.

The General Manager of the Shire will be conducting evening sessions in each town during early July for prospective candidates and interested persons generally.

Outcomes

The immediate, objective measures of the success, or otherwise, of the Program will be the turnout of voters and the number of aboriginal persons who stand and are elected to the nine member Council.

Medium to longer term benefits will relate to increased voter turnout among the aboriginal population of the Shire at State and Federal elections and a greater involvement generally of aboriginals in political institutions.

Budget

Wages and Salaries

Supervising enrolment officer (aboriginal) – 10 weeks full time equivalent at \$1,600 per week ie **\$16,000**

Casual staff to assist in “door to door” and provide election day services. Includes paid training time – 5 person weeks equivalent at \$1,100 per week ie **\$5,500**

Publicity (including Newspaper advertising), printing and postage

This will be extensive. Budget **\$2,000**

Bus hire, fuel and contingency

Total **\$1,000**

7. DONATION REQUEST

REPORTING SECTION: General Manager
AUTHOR: Ray Kent – General Manager
FILE NUMBER: 245/02/08/00

Summary:

The Lightning Ridge Opal and Fossil Centre has lodged a Development Application with Walgett Shire Council for the Australian Opal Centre and requested that the relevant fees be waived. It is recommended that Council make a donation under Section 356 of the Local Government Act 1993 for the value of the fees.

Discussion (including issues and background):

In a letter dated 14 January 2008 the Lightning Ridge Opal and Fossil Centre wrote to Walgett Shire Council and requested, amongst other things, that the fees for a Development Application for the Australian Opal Centre be waived. That letter is reproduced as an attachment to this report. The Development Application documents were recently lodged with Walgett Shire Council, and processing has been held pending a decision on the fees.

The estimated cost of the Development Application is \$15,000,000 and the applicable fee under Council's current fees and charges (as derived from the Environmental Planning and Assessment Regulation 2000), is \$21,825.00.

The letter from the Lightning Ridge Opal and Fossil Centre, and associated documents, outline significant progress toward the centre's goal of establishing a nationally significant display of opal, opalised fossils and opal mining related materials. In that context it is recommended that Council make a donation to the Lightning Ridge Opal and Fossil Centre under Section 356 of the Local Government Act 1993 for the fees of the Development Application.

Relevant Reference Documents:

Local Government Act 1993.

Stakeholders:

Lightning Ridge Opal and Fossil Centre, community and Walgett Shire Council.

Financial Implications:

A Development Application fee of \$21,825.00 will not be received.

Recommendations:

That Walgett Shire Council resolve to make a donation to the Lightning Ridge Opal and Fossil Centre under Section 356 of the Local Government Act 1993 for the Development Application fees for the Australian Opal Centre, which is equivalent to an amount of \$21,825.

Attachment



E-MAILED

18/1/08

AUSTRALIAN OPAL CENTRE

LROFC Inc • PO Box 229 • 3/11 Morilla Street • Lightning Ridge • NSW 2834 • AUSTRALIA
Tel. (+61 2) 6829 1667 • Email: opalfossil@wj.com.au • ABN 20 377 425 512

Ray Kent
General Manager
Walgett Shire Council
PO Box 31
Walgett
NSW 2032

Walgett Shire
Council
REC'D

17 JAN 2008

14 January 2008

FILE: 245/02/08/00

Dear Ray,

LETTER No: 281,

AUSTRALIAN OPAL CENTRE AT LIGHTNING RIDGE

1. Welcome
2. Invoice and financial report
3. 2008 activities
4. Request for continued support

REFER: Rkk per JMG

COPY:

Welcome to Walgett Shire. Thanks for the opportunity last month to meet up with you in Lightning Ridge and brief you on the Australian Opal Centre project. We hope you've enjoyed reading Elizabeth's book (*Black Opal Fossils of Lightning Ridge*) and browsing through our newsletters.

Enclosed, please find an **invoice** for the \$100,000.00 (plus GST) allocated by Walgett Shire Council to Lightning Ridge Opal and Fossil Centre Incorporated for the 2007-08 financial year. The invoice is accompanied by our **financial report and independent auditor's report** for 2006-07. We would be grateful if you could pass the invoice on to the finance department for immediate payment.

Also enclosed for your interest are a **briefing paper** on the Australian Opal Centre, the **Project Manager's Annual Report** for last year and the **Australian Opal Centre Business and Strategy Plan 2007** (minus appendices). We would be interested in any comments you might have on these documents.

The Australian Opal Centre in 2008

2008 is a critical year for the Australian Opal Centre, as many years of work come together into a magnificent, nationally-significant project that is on the verge of realisation. In 2008 LROFC Inc plans to:

- Submit a development application for the project;
- Finalise building plans to tender documentation stage;
- Excavate the site for the building;
- Ramp up publicity for the project;
- Implement a major fundraising program;
- Continue to build the Australian Opal Centre's valuable collections and its programs of curation, research, education, marketing and community engagement; and
- Prepare for construction of the Centre, hoped to commence in 2009.

We understand that in the near future, Walgett Shire Administrator Vic Smith, together with Angelo Candalepis (with whom we have been in contact), intends to brief at least two Federal Ministers about the Australian Opal Centre project. Mr Candalepis regards the AOC project as "incredibly worthwhile" and is willing to assist our efforts to articulate the project's importance to the Federal Government.

Walgett Shire is a major partner in the Australian Opal Centre project and we look forward to acknowledging the Shire's involvement and support as this endeavour is launched into the broader public domain.

Request for continued Council support

Council's support thus far has enabled LROFC Inc to:

- Establish and maintain an office and showroom
- Employ a full-time project manager and, more recently, a part-time administrative assistant
- Select and acquire title on site for development; survey site and conduct geotechnical analysis
- Engage architects, exhibitions designers and other expert consultants
- Commission building plans (currently with structural engineer and quantity surveyor)
- Commission exhibition plans (up to preliminary 3-D modeling stage)
- Leverage other support, including grant funding from State Government departments (NSW Ministry for the Arts, NSW Department of State and Regional Development) for (respectively) collection management, and strategic/business planning
- Complete Australian Opal Centre Business and Strategy Plan
- Develop and curate a magnificent collection (already worth in excess of \$1 million) of precious gemstones, rare opalised fossils and historical artifacts
- Provide access to collection items by making them available to scientific researchers, producing posters and postcards, providing images for publications (newspapers, magazines, books), and placing them on display for the enjoyment of the local community and visitors
- Build a network of members (LROFC Inc's membership program is financially self-sufficient), supporters and professional affiliations
- Initiate and foster public programs, community and industry involvement
- Share knowledge, expertise and resources with other community groups
- Raise \$50,000 through fundraising activities, being used for vital activities such as structural engineering fees

The \$100,000 invoiced herein completes Council's current funding commitment to the Australian Opal Centre project.

However, in order to secure the Federal Government funding support for which we are currently lobbying, it is imperative that the project demonstrates the continued and unequivocal support of Walgett Shire Council.

In four years, we have converted Council's investment of \$500,000 into a project of national significance, with assets already worth in excess of \$1.1 million. For just a small further investment, we can leverage Council's support into a facility worth many millions of dollars. This opportunity, and the money and massive effort invested into this project so far, must not be wasted.

LROFC Inc therefore requests the following financial assistance from Walgett Shire Council:

1. Waiving of fees for submission of a Development Application for the Australian Opal Centre
2. \$50,000 per year for the next two financial years (2008-09 and 2009-10) to fund continued employment of a full-time project manager

Please note that Walgett Shire gains excellent value from the LROFC Inc project manager, because of assistance provided by that position to other community organisations and to strategic planning activities in the shire (e.g. submissions to Council's Tourism and Growth Management strategies), as well as community facilitation on issues such as management of heritage assets and the Preserved Opal Fields.

Please don't hesitate to contact myself (tel. 0428 628 022) or LROFC project manager Jenni Brammall (6829 1667 or 0427 904 587) to discuss this request.

Best wishes for the coming year. It's an exciting time for the Australian Opal Centre and we look forward to working with you on this project.

Yours sincerely,



David Lane

President, Lightning Ridge Opal and Fossil Centre Incorporated
(Building the Australian Opal Centre at Lightning Ridge)

8. *REPORT ON MANAGEMENT PLAN 2007/2008 – 2011/2012*

REPORTING SECTION: General Manager
AUTHOR: Carole Medcalf - Director Corporate and Community Services
FILE NUMBER: 145/11/07/00

Summary:

This report summarises the extent to which performance targets set by Management Plan 2007/2008 – 2011/2012 have been achieved during the quarter January 2008 – March 2008.

Discussion (including issues and background):

Under Section 407 of the Local Government Act 1993 the General Manager is required to report periodically on the implementation of the Management Plan. A report must be presented to Council within 2 months after the end of each quarter. This report is presented to Council to demonstrate achievements for the quarter January 2008 – March 2008.

Relevant Reference Documents:

Local Government Act 1993
Walgett Shire Council Management Plan 2007/2008 – 2011/2012

Stakeholders:

Walgett Shire Council

Financial Implications:

Nil

Recommendations:

That the Report on the Management Plan 2007/2008 – 2011/2012 for the period January 2008 – March 2008 be received.



GENERAL MANAGER

No	Mission Aim	2007/2008 Activity	Measurement, Method and Target	Responsible Manager	Status
1.	To promote better practice and encourage improvement in the way Council conducts its activities and ensure good governance	Completion of the Local Governments Self Assessment Checklist. Report to Council any discrepancies	On going	General Manager	Checklist completed and reported to Council Report presented to Council 21 August 2007 Minute 230/07
2.	To develop and improve the aesthetic physical characteristics of the Shire.	Develop an organisation culture to ensure all work undertaken by staff is done with pride, care and commitment.	Parks, gardens, road reserves and town entrances are clean, tidy and attractive and Council assets are kept to a standard that sets a good example for the community.	General Manager	Town entry signs erected January/February 2008 Ongoing upkeep of all Council assets and reserves
3.	To be actively involved in developing the strategic vision of the Shire through informed staff involvement	Identify and provide training. Staff appraisals to include reference to actions required to achieve training and multi skill objectives.	All staff appraised by June 2007 and training calendar developed by August 2007.	General Manager	Staff appraisals completed for 2007. 2008 appraisals due June 2008 Training calendar developed and implemented

WALGETT SHIRE COUNCIL AGENDA

MANAGEMENT PLAN
2007/2008 – 2011/2012



GENERAL MANAGER

No	Mission Aim	2007/2008 Activity	Measurement, Method and Target	Responsible Manager	Status
4.	To be a good employer and provide leadership through a safe and productive workplace.	<p>Develop an organisational culture, which acknowledges dedication and innovation.</p> <p>Staff and Elected Members to be encouraged to self/accept nomination for training which develops innovation, creativity and lateral thought in addressing existing or new challenges.</p>	<p>Staff appraisals by Supervisor and Departmental Manager to be completed by June of each year.</p> <p>Monthly Employee of the Month to be recognised for dedication and innovation of employees.</p> <p>Councillor Training to be implemented in 2008, prior to elections.</p>	General Manager	<p>Appraisals complete</p> <p>Employee recognition given monthly and Employee Dedication Awards given annually</p> <p>Four information sessions for prospective candidates scheduled in August 2008</p>
5.	To Provide training for newly elected Councillors.	Ensure that all newly elected Councillors are provided with the necessary training as required by the Department of Local Government.	Completed by October 2008.	General Manager	Training and Planning Sessions scheduled for new Council
6.	To provide strong local and regional leadership.	Council will encourage greater involvement and participation in regional and state activities by its senior staff and Council representatives.	<p>Participants reporting to Council on the outcomes of external meetings attended.</p> <p>All senior staff active members of relevant professional groups.</p>	General Manager	<p>Reports being received</p> <p>Complete</p>

WALGETT SHIRE COUNCIL AGENDA

MANAGEMENT PLAN 2007/2008 – 2011/2012



GENERAL MANAGER

No	Mission Aim	2007/2008 Activity	Measurement, Method and Target	Responsible Manager	Status
7.	To ensure that Council's corporate planning needs and policy decisions meet the requirements and expectations of the community and comply with the legislative requirements.	Council will consult widely and communicate decisions effectively.	Council's website will be updated regularly and contain relevant and current information. Council will advise through press releases and information passed onto Precinct Committees and Community Working Parties.	General Manager	Website maintained Advice being distributed
8.	To ensure responsible and good governance.	All ordinary meetings and special meetings of Council are appropriately advertised to the public. Walgett Shire Management Plan 2007/2008-2011/2012 is prepared and adopted.	All meetings are advertised to comply with the Local Government Act 1993. Opportunities are provided to the public, to address agenda items at every meeting. By 30 June 2007	General Manager	Meetings to date compliant Objective met Complete

WALGETT SHIRE COUNCIL AGENDA

MANAGEMENT PLAN
2007/2008 – 2011/2012



GENERAL MANAGER

No	Mission Aim	2007/2008 Activity	Measurement, Method and Target	Responsible Manager	Status
9.	To Strengthen and maintain involvement in the delivery of services to the community through a transparent process of networking and partnerships.	<p>Support and promote a coordinated approach to planning of services with youth, families and service providers.</p> <p>Investigate library operations with Northern Regional Library to improve utilisation of library resources.</p> <p>Assess child care options and opportunities for the provision of adequate child care for families within the Shire.</p>	<p>Continue to assist the Walgett Interagency Committee with the Shire Youth Plan.</p> <p>Increase in general activity and borrowings in our libraries.</p> <p>Aim to have greater than 6 carers in place by April 2008. Continue support of Walgett Preschool and Long Day Care Centre Inc.</p>	General Manager	<p>Council member of Youth Sub Committee</p> <p>Regular exchanges occurring with Northern Regional Library</p> <p>Library hours have changed and are being monitored</p> <p>Continuing to advertise vacancies for carers</p>

**DIRECTOR, INFRASTRUCTURE AND ENGINEERING SERVICES**

No	Mission Aim	2007/2008 Activity	Measurement, Method and Target	Responsible Manager	Status
1.	To consult with the Community and wider regional Council's to ensure ongoing well planned and appropriate road network development.	Council to prepare a new five year Strategic Road Plan for the period 2008/2013.	Consultation with Shire residents and other local organisations. Complete document review by December 2007 and adopt reviewed document by March 2008.	Director, Infrastructure and Engineering Services	Review complete Consultation ongoing
2.	To actively pursue external funding opportunities relative to engineering projects.	Identify a link between available funding programmes and Council projects and, working particularly with community groups, prepare and submit funding applications.	A minimum of four funding submissions proposed and submitted. Ongoing.	Director, Infrastructure and Engineering Services	Grant funds limited by ability to expend within time period
3.	To Provide and maintain facilities which meet reasonable community standards.	Audit all facilities currently available in the Shire and assess future requirements.	Community consultation on assessed future requirements by Council. Utilisation of Council facilities. Ongoing internal audit of Council facilities	Director, Infrastructure and Engineering Services	Will not be achieved in 2007/2008

**DIRECTOR, INFRASTRUCTURE AND ENGINEERING SERVICES**

No	Mission Aim	2007/2008 Activity	Measurement, Method and Target	Responsible Manager	Status
4.	To provide an efficient and reliable kerbside domestic waste collection service.	Provide a weekly kerbside collection service to designated built up areas. Respond to complaints in a timely fashion.	To provide a minimum of one collection service per week. Respond within 72 hours Ongoing.	Director, Infrastructure and Engineering Services	Some delays in services due to wet weather/flooding Jan/Feb 08
5.	To Manage Council swimming pools in accordance with relevant legislation.	Maintain a frequent liaison with the Pool Operators' at each facility.	An increase in total patronage. An amenity which meets relevant legislation and acceptable standards. Ongoing	Director, Infrastructure and Engineering Services	Pools now closed for winter. Walgett & Collarenebri pools operation satisfactory Carinda reported limited usage.
6.	To investigate options for improving heavy vehicle passage through the towns of Lightning Ridge and Collarenebri.	In consultation with the Roads and Traffic Authority and the Community, review available options and prepare a report to Council on these options.	To review the situation regarding heavy vehicle access through Lightning Ridge Township by 30 April 2008. Review heavy vehicle passage through Collarenebri by April 2009.	Director, Infrastructure and Engineering Services	This will not be achieved 07/08 due to resource limitations

**DIRECTOR, INFRASTRUCTURE AND ENGINEERING SERVICES**

No	Mission Aim	2007/2008 Activity	Measurement, Method and Target	Responsible Manager	Status
7.	To provide street lighting to urban areas using energy efficient lighting at the most competitive cost.	Assess adequacy of street lighting in Lightning Ridge Town area in consultation with Country Energy and the Community in an effort to improve levels of service and efficiency.	Review street lighting in the Shire over a three year return period, undertaking a review in Lightning Ridge in 2007/2008.	Director, Infrastructure and Engineering Services	Completed
8.	To progressively remove trees from public areas which are considered to be inappropriate because of either species type or location and where appropriate replace with a more suitable tree.	Identify trees considered to be inappropriate after consultation with Country Energy and / or others, and report findings to Council.	Twenty trees removed and replaced with trees of more appropriate species and / or in a better location. Ongoing.	Director, Infrastructure and Engineering Services	Completed
9.	To reduce the number of overloaded vehicles using Council's roads network.	Attend meetings of the North West Weight of Loads Committee and analyse breach report information.	A reduction in the number of recorded breaches, relative to the hours worked by Weight of Loads Inspectors. Ongoing.	Director, Infrastructure and Engineering Services	Two meetings attended to date. Recorded breaches are down, probably partly due to very modest grain harvest activity

**DIRECTOR, INFRASTRUCTURE AND ENGINEERING SERVICES**

No	Mission Aim	2007/2008 Activity	Measurement, Method and Target	Responsible Manager	Status
10.	To identify and respond to issues which adversely affect road safety.	React to matters identified by either; correction, referral to Local Area Traffic Committee or referral to a future works programme.	Complete inspections on Council's complete public roads network. A minimum of four times per annum.	Director, Infrastructure and Engineering Services	Completed
11.	To close Waste Disposal Depots in Collarenebri, Carinda, Rowena and Burren Junction and replace these facilities with Waste Transfer Stations.	To develop proposals to close village waste depots and introduce transfer stations at these locations, maintaining consultation with the community and the Department of Environment and Conservation throughout the process.	Close Waste Disposal Depots at Burren Junction and Rowena and replace them with Waste Transfer Stations by 30 June 2008.	Director, Infrastructure and Engineering Services	No waste depots have been closed at this stage. Community consultation in future of solid waste Management to be undertaken
12.	To provide waste disposal facilities in Walgett and Lightning Ridge which meet environmental standards, as well as the ratepayer's reasonable expectations.	To operate the Walgett Waste Disposal Depot in accordance with licence conditions. Construct a new Waste Disposal Depot at Lightning Ridge.	To meet all licence conditions applicable to the Walgett Waste Disposal Depot. Complete construction of new Waste Disposal Depot at Lightning Ridge by 30 June 2008. Ongoing.	Director, Infrastructure and Engineering Services	All license conditions at Walgett are being met. Plans for a new Lightning Ridge Waste Depot are currently on hold

**DIRECTOR, INFRASTRUCTURE AND ENGINEERING SERVICES**

No	Mission Aim	2007/2008 Activity	Measurement, Method and Target	Responsible Manager	Status
13.	To operate sewerage treatment and effluent disposal schemes in Walgett, Lightning Ridge and Collarenebri in accordance with legislative requirements	Review the operation of all schemes, and prepare network maintenance and development plans.	Sewerage system chokes and overflows do not exceed numbers of the previous years.	Director, Infrastructure and Engineering Services	This target is being met at this stage
14.	Implement a user pay system that also encourages efficient water use.	Develop a new pricing policy and implement a public relations programme to complement it.	Introduce a charging regime for water customers based on consumption.	Director, Infrastructure and Engineering Services	Progress is behind schedule regarding the introduction of user pays water supply delivery
		Repair and install Water meters in designated urban areas with the objective of introducing consumption based pricing in 2008/2009.	Prepare a charging regime for water customers based on consumption for introduction in 2008/2009.		Consumption based pricing can not be implemented until 09/10
		Maintain customer access to water conservation information through http://www.savewater.com.au	On going		

**DIRECTOR, INFRASTRUCTURE AND ENGINEERING SERVICES**

No	Mission Aim	2007/2008 Activity	Measurement, Method and Target	Responsible Manager	Status
15.	To professionally manage Council's assets and ensure reasonable needs of Council are met.	Undertake re-valuation of all Council assets.	Domestic Waste by December 2007	Director, Infrastructure and Engineering Services	Some progress has been achieved against these tasks but none is complete as yet due to resource limitations
		Develop and implement twenty year asset management plans for all infrastructure assets.	Council Housing by March 2008 Transport infrastructure by June 2008 Water and Sewer by December 2008 Recreation and Community assets by June 2009 Administrative assets by June 2009		
		Assess initial condition of road and bridge assets.	Assess trends in asset condition.		
		Review the fifteen year plant replacement program.	Review by March 2008	Manager Engineering	Not completed
		Maximise availability and utilisation of all major Council plant.	Ongoing 85% availability rate	Manager Engineering	Achieved
		Review on an annual basis, the plant hire fees.	Completed annually	Manager Engineering	Initial assessment complete

**DIRECTOR, INFRASTRUCTURE AND ENGINEERING SERVICES**

No	Mission Aim	2007/2008 Activity	Measurement, Method and Target	Responsible Manager	Status
16.	To operate aerodromes at Walgett, Lightning Ridge and Collarenebri in accordance with relevant legislation.	Maintain daily (Monday to Friday) safety inspections of these aerodromes. Maintain an inspection Schedule at Collarenebri Aerodrome consistent with usage and climatic factors. Meet with aerodrome users, including RPT providers, at least annually to discuss operations.	No breaches of relevant legislation. The financial loss of the aerodromes is kept below \$140,000.00.	Director, Infrastructure and Engineering Services	No reported breaches of legislation On present trends, financial loss at year's end will be approximately \$140,000
17.	To provide a water supply to Walgett, Collarenebri, Lightning Ridge, Carinda, Cumborah and Rowena.	Respond to any decline in water quality.	Adverse results addressed where possible.	Director, Infrastructure and Engineering Services	One adverse test result from Cumborah
18.	To introduce annual stormwater management service charges.	To investigate stormwater activities in consultation with the Walgett Shire Community.	Inclusion of the proposed stormwater management activities in Draft Management Plan 2008/2009	Director, Infrastructure and Engineering Services	Will not be completed 07/08
19.	To identify options for the introduction of a village water supply to Burren Junction.	To investigate, in consultation with the community, the need for a village water supply, in addition to the ability and willingness of the community to meet costs associated with introduction of a water supply.	Complete consultation with the community by 31 March 2008 and report results to council by 31 May 2008.	Director, Infrastructure and Engineering Services	Will not be completed 07/08

**DIRECTOR CORPORATE AND COMMUNITY SERVICES**

No	Mission Aim	2007/2008 Activity	Measurement, Method and Target	Responsible Manager	Status
1.	Support the development of active and creative community members, working in partnership with community, business and Government.	Actively support, develop and promote community services and strategies which address existing and emerging needs.	Use Precinct Committees, Community Working Parties to assist Council with community development. Respond to issues raised within thirty days taking appropriate recommendations to Council.	Director, Corporate and Community Services	Ongoing Staff attend precinct meetings as requested Precinct minutes submitted to Administrator for action Community consultation regularly sought Ongoing Targets met
2.	Provide an efficient timely and user friendly response to client requests and concerns.	Council will maintain and improve its customer action request statistics.	Customer Action Requests System average days outstanding <45 days, will quarterly average and be maintained at 80% minimum. All customer enquiries and complaints will be dealt within five working days.	Director, Corporate and Community Services	Targets met Ongoing, Council Management ensure dealt with in a timely manner

**DIRECTOR CORPORATE AND COMMUNITY SERVICES**

No	Mission Aim	2007/2008 Activity	Measurement, Method and Target	Responsible Manager	Status
3.	Ability to provide people with better opportunities for involvement and consultation about our decisions.	Maintain and publish policies and procedures which promote confidence in the conduct of Council.	Publish newly approved or amended policies on Council's website within thirty days of their adoption by Council.	Director, Corporate and Community Services	Policies placed on website following adoption at Council Meetings
4.	To provide services to meet the needs of people from cultural and linguistic backgrounds.	Review Local Ethnic Affairs Priorities Statement (LEAPS) and Action Plan 2006-2009.	Completed by December 2007	Director, Corporate and Community Services	Complete
5.	To support individuals and groups taking initiatives to protect, restore, enhance and conserve the environment of the area.	Respond and actively support or refer initiative from community to protect the environment.	The Shire will be involved in the Business Clean Up Campaign and any environmental initiatives with which Council can assist.	Director, Corporate and Community Services	Complete

**DIRECTOR CORPORATE AND COMMUNITY SERVICES**

No	Mission Aim	2007/2008 Activity	Measurement, Method and Target	Responsible Manager	Status
6.	Provide an organisation that displays good management and strong forward planning.	Prepare detailed Management Plan encompassing annual operating budget	Completed by June 2008	Director, Corporate and Community Services and General Manager	On Target
		Management Plan and Budget Review undertaken on a quarterly basis.	Completed October 2007, February 2008, April 2008 and July 2008	Director, Corporate and Community Services and General Manager	On Target
		Rates and Annual Charges Outstanding reduced by sale of land for unpaid rates, agreements and strong debt recovery policy.	Rates and Annual Charges outstanding reduced to 9% by June 2010. Annually hold sales of land for unpaid rates in accordance with S713 of LGA.	Director, Corporate and Community Services	10.57% for 2006/2007 Sales held in May each year, last sale on May 2007
		Unrestricted current ratio remains at an acceptable level above 2:1	2:00:1 Unrestricted current ratio maintained	Director, Corporate and Community Services	3.59:1 for 2006/2007
		Debt Service Ratio remains below 10%	Below 10% Maintained	Director, Corporate and Community Services	0.02:1 for 2006/2007

**DIRECTOR CORPORATE AND COMMUNITY SERVICES**

No	Mission Aim	2007/2008 Activity	Measurement, Method and Target	Responsible Manager	Status
7.	Provide a secure and compliant Records Management Regime.	Continue with the effective "Authority" record keeping system, in keeping with its obligations under Australian Standards (ISO 15489 as amended)	100% operational with suitably qualified staff. Ongoing	Director, Corporate and Community Services	Ongoing, all records managed in accordance with Australian Standards and organisational needs. Staff training ongoing
		Implement electronic record keeping for assessment of effectiveness for Council documents and records.	100% operational with suitably qualified staff by March 2008.	Director, Corporate and Community Services	Investigations ongoing, implementation by March 2008 not expected. Expected implementation in 2008/2009
8.	Council to be an advocate for social matters on behalf of the Community.	Complete Social Plan	Draft Complete by June 2007. Adopted by August 2007	Director, Corporate and Community Services	Adopted 21 August 2007
		Report to Council achievements of the Social Plan	Completed by November 2007.	Director, Corporate and Community Services	Complete
		Continually update Council Website.	Ongoing	Director, Corporate and Community Services	Website updated on a regular basis

**DIRECTOR CORPORATE AND COMMUNITY SERVICES**

No	Mission Aim	2007/2008 Activity	Measurement, Method and Target	Responsible Manager	Status
9.	To ensure that Information Technology is adequate for the organisation.	Continue implementation of "Conquest" System to ensure more effective tracking of Council assets.	Ongoing	Director, Corporate and Community Services	Fully Implemented
		Continually review "Authority" System to ensure that it is used at full capacity.	Ongoing	Director, Corporate and Community Services	Ongoing
		Provide ongoing training and support to all staff.	Ongoing	Director, Corporate and Community Services	Ongoing training provided to all staff within budgetary constraints
10.	To provide quality service to all customers.	Measure performance through the use of a Customer Satisfaction Survey.	A minimum of 160 surveys per annum, tracking individual responses and mean averages for each survey. An average of four to be targeted:- 1= Poor, 2= Fair, 3= Good, 4= Very Good, 5= Excellent Ongoing	Director, Corporate and Community Services	Ongoing
		Review the operation of customer service area.	Ongoing	Director, Corporate and Community Services	Staff training and & systems review ongoing
		Further review and develop processes and procedures to ensure optimal delivery and customer satisfaction.	Ongoing	Director, Corporate and Community Services	Ongoing training with processes continually developed

**DIRECTOR CORPORATE AND COMMUNITY SERVICES**

No	Mission Aim	2007/2008 Activity	Measurement, Method and Target	Responsible Manager	Status
11.	To provide a highly skilled and motivated workforce.	Staff are continually provided with adequate resources and training when required to ensure optimal productivity.	Percentage of staff at skill level 2 and above is over 60% by March 2007.	Director, Corporate and Community Services	40% staff at skill level 2 or above
		Staff turnover is kept at an acceptable level of industry standard.	Labour turnover is below average industry standard.	Director, Corporate and Community Services	15% turnover for the period July 2007 – March 2008
12.	To network with other Councils and the State Government funding providers to achieve major sustainable benefits through tourism and visitation programs.	Report to Council Achievements of Tourism Marketing Plan.	Completed November 2007	Director, Corporate and Community Services	Incomplete
13.	To provide an image of Walgett Shire that presents as a tourism destination.	Develop a program to improve presentation of shire towns and entrances.	Completed by July 2007	Director, Corporate and Community Services	New Signage for town entrances installed Plan for gradual bar removal & CBD environmental upgrade for Walgett included in Council's application to NCCPP application in Partnership with local police and community to be submitted in round 6 Ongoing community consultation

**DIRECTOR CORPORATE AND COMMUNITY SERVICES**

No	Mission Aim	2007/2008 Activity	Measurement, Method and Target	Responsible Manager	Status
14.	To make information regarding structured tour options available to all visitors to the Shire.	Review and update existing tourism information and pamphlets.	Ongoing	Director, Corporate and Community Services	Complete
15.	To offer equal opportunity to all young people within our shire, striving to achieve positive outcome for the benefit of all youth in the shire.	Development of Youth Services Strategy	Completed by September 2007	Director, Corporate and Community Services	Due to extensive ongoing programs this strategy will not be presented until May 2008
		Provision of Quality Supervised Programmes to engage and maintain their attendance relevant to the youth of today and to provide a safe and enjoyable environment	Youth centre attendance figures maintained and increased by 50%.	Director, Corporate and Community Services	Collarenebri approx 15-20 per day Lightning Ridge approx 15-20 per day\
			Further Staff appointment and training by June 2008	Director, Corporate and Community Services	Walgett – average 60 for PCYC. Approx 30-40 per day All youth workers & Youth Development Officer commenced study Cert III Community Services All youth staff have undertaken First Aid training Youth Development Officer – Management Skills Training Cultural Awareness Training

**DIRECTOR CORPORATE AND COMMUNITY SERVICES**

No	Mission Aim	2007/2008 Activity	Measurement, Method and Target	Responsible Manager	Status
			Positive Community feedback	Director, Corporate and Community Services	Positive Feedback ongoing
		Renovation of Youth centre buildings to ensure safety standards are met.	Completed by December 2007	Director, Corporate and Community Services	Walgett Youth Centre currently being complete Upgrade on target
16.	To enhance, support and sustain economic development in the Walgett shire.	<p>Develop an Economic Development Plan</p> <p>Develop strategies and events for the effective marketing and promotion of the shire.</p> <p>Access funding opportunities relevant to Economic Development in the Walgett Shire.</p> <p>Look for Business opportunities which have the potential to bring income to the Shire.</p> <p>Provide support to existing businesses in the Shire.</p>	<p>Completed by September 2007</p> <p>Reactivation of Chamber of Commerce in Walgett, Lightning Ridge and Collarenebri.</p> <p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p>	<p>Director, Corporate and Community Services</p> <p>Director, Corporate and Community Services</p>	<p>Position of Economic Development Officer recently advertised following position vacant since 1 July 2007</p> <p>Ongoing</p>

**DIRECTOR CORPORATE AND COMMUNITY SERVICES**

No	Mission Aim	2007/2008 Activity	Measurement, Method and Target	Responsible Manager	Status
17.	To ensure a high quality of service and responsiveness to the needs of the Aboriginal community within Walgett Shire.	<p>Develop an Aboriginal Employment Strategy.</p> <p>Develop School to Work Programme</p> <p>Formalise partnerships with Agencies such as Community Facilitator, Interagency groups and Dharriwa Elders group, in order to Provide support to Aboriginal community members in liaising with these agencies.</p>	<p>Draft Completed by November 2007</p> <p>Adopt and implement a Walgett Shire Learning Program by August 2007.</p> <p>Ongoing</p>	Director, Corporate and Community Services	<p>Aboriginal Community Development and Reconciliation Plan presented at April 2008 Council meeting</p> <p>Fully implemented and operational</p> <p>Ongoing</p>

WALGETT SHIRE COUNCIL AGENDA

MANAGEMENT PLAN
2007/2008 – 2011/2012



DIRECTOR, PLANNING AND REGULATORY SERVICES

No	Mission Aim	2007/2008 Activity	Measurement, Method and Target	Responsible Manager	Status
1.	To promptly and professionally assess development proposals.	Process Complying Development Certificate Applications. Process Construction Certificate and Development Applications	90% of complete applications are finalised within 7 days. 80% of complete applications are finalised within 40 days.	Director, Planning and Regulatory Services	Target met (31 applications average 3.4 days) Target met 43 Applications Average 30.4 days
2.	To develop a Local Environmental Plan that brings Walgett Shire in line with current New South Wales standards.	Prepare and adopt a land use study and strategy. Prepare and adopt a Local Environmental Plan based on the land use study and strategy.	Currently in draft form and due for finalisation by May 2007. Draft Environmental Plan to be finalised by December 2007.	Director, Planning and Regulatory Services	Adopted by Council 11.12.2007. Modified since. Draft maps & LEP awaiting endorsement by Department Planning
3.	To provide companion animal management and control services.	(a) Address emergency situations where dogs are attacking people and animals. (b) Micro chipping of companion animals.	(a) All attacks are investigated within 24 hours of notification. (b) 90% of animals are micro chipped within three working days of request.	Director, Planning and Regulatory Services	Target met Target met
4.	To ensure that dilapidated premises and environmental health matters are addressed to minimise risks to the public.	Complaints will be promptly investigated.	Action will be taken within two weeks to address 90% of complaints received.	Director, Planning and Regulatory Services	Target met

**DIRECTOR, PLANNING AND REGULATORY SERVICES**

No	Mission Aim	2007/2008 Activity	Measurement, Method and Target	Responsible Manager	Status
5.	Minimise the risk of significant environmental pollution.	Respond to major pollution incidents.	All reported major incidents are investigated within 24 hours.	Director, Planning and Regulatory Services	No major incidents reported
6.	We will responsibly manage planning and environmental issues, while taking into account the needs of the community and we will update means of acquiring information for users.	Integration of GIS (Geographical Information System) into present corporate software package.	Continual operational updates.	Director, Planning and Regulatory Services	Cemetery plot maps being revised.
7.	To monitor algal blooms within the Namoi and Barwon Rivers.	Submit samples of river water from Collarenebri and Walgett to the Department of Natural Resources for analysis of algal content.	Samples are submitted on a weekly basis in summer and fortnightly in winter.	Director, Planning and Regulatory Services	Target met except when significant flow events did not warrant sampling
8.	To provide a water supply to Walgett, Collarenebri, Lightning Ridge, Carinda, Cumborah and Rowena.	Undertake a regular programme of sampling and testing to check water quality.	Monthly sampling of water supply.	Director, Planning and Regulatory Services	Target met
9.	To ensure that rural and urban addressing within the shire is improved to comply with Australian Standards.	Rural Addressing number allocation and signage implementation. Urban Addressing numbers allocated with community consultation.	Complete by 30 June 2008. Majority of urban premises clearly numbered by 30 June 2009.	Director, Planning and Regulatory Services	Geo-coding and draft names determined. Public consultation pending.

9. **RATES REPORT AS AT 31 MARCH 2008**

REPORTING SECTION: Corporate & Community Services
AUTHOR: Katie Hook – Corporate Service Officer Finance
FILE NUMBER: 180/09/00/00

Discussion (including issues and background):

REPORT ON RATES AND CHARGES - 31 March 2008		
	Mar-08	Mar-07
Arrears as at 30 June	1,454,181.05	1,618,773.48
Legal Fees as at 30 June	66,475.35	
Total arrears as at 30 June	1,520,656.40	
Current Year Activity		
Legal fees	35,469.15	32,734.67
Adjusted Levy	6,330,940.83	6,153,321.57
Interest	62,514.51	69,895.21
Payments	(5,582,471.93)	(5,283,818.93)
Adjustments	(195,925.36)	(31,292.12)
Discount	(57,625.45)	(59,322.19)
Special Rebate Council	(13,959.16)	(4,781.68)
Total Outstanding	\$ 2,099,598.99	2,495,510.01
COMPARISON WITH 2006/2007		
	Mar-08	Mar-07
Current	1,380,051.63	1,502,333.49
Arrears	419,911.21	619,161.33
Interest b/f from previous years	171,128.39	242,214.17
Current year interest	49,160.15	60,867.94
Legals	79,347.61	70,933.08
Total Outstanding	\$ 2,099,598.99	2,495,510.01
Total YTD Collected		
Collected YTD % of Arrears and Levy	71%	68%
Collected YTD % of Levy	88%	86%

Recommendation:

That the rates report as at 31 March 2008 be received.

10. INVESTMENT REPORT AS AT 31 MARCH 2008

REPORTING SECTION: Corporate & Community Services
AUTHOR: Amy Taylor – Corporate Service Officer Finance
FILE NUMBER: 180/02/01/00

Summary:

This report summarises the investments of Walgett Shire Council for the month of March 2008.

Discussion (including issues and background):

WALGETT SHIRE COUNCIL AGENDA

INVESTMENTS - CONSOLIDATED

Council investments have been made in accordance with the Local Government Act 1993 No 30, the regulations and council's investment policy

<u>Investment Institution</u>	<u>Type of Investment</u>	<u>Term (days)</u>	<u>Rate %</u>	<u>Ref</u>	<u>Reset Date</u>	<u>Maturity Date</u>	
Suncorp	Term Deposit	182	6.96	469/08		01-Apr-08	\$ 500,000.00
Bank of Qld	Term Deposit	189	7.07	470/08		08-Apr-08	\$ 500,000.00
Local Govt Financial Services	Term Deposit	196	7.02	471/08		15-Apr-08	\$ 500,000.00
IMB Ltd	Term Deposit	203	7.11	472/08		22-Apr-08	\$ 500,000.00
Newcastle Permanent Building Society	Term Deposit	210	7.16	473/08		29-Apr-08	\$ 500,000.00
Westpac	Term Deposit	215	6.95	474/08		06-May-08	\$ 500,000.00
Suncorp	Term Deposit	224	6.99	475/08		13-May-08	\$ 500,000.00
Local Govt Financial Services	Term Deposit	231	7.05	476/08		20-May-08	\$ 500,000.00
Newcastle Permanent Building Society	Term Deposit	238	7.20	477/08		27-May-08	\$ 500,000.00
Bankwest	Term Deposit	237	7.19	478/08		03-Jun-08	\$ 300,000.00
Bank of Qld	Term Deposit	203	7.43	479/08		10-Jun-08	\$ 250,000.00
Citibank	Term Deposit	196	7.45	480/08		17-Jun-08	\$ 500,000.00
Citibank	Term Deposit	196	7.40	481/08		24-Jun-08	\$ 300,000.00
Savings & Loans Credit Union (FIIG Securities)	Term Deposit	196	7.62	484/08		01-Jul-08	\$ 500,000.00
IMB Ltd	Term Deposit	175	7.34	485/08		01-Jul-08	\$ 500,000.00
ACCU (FIIG Securities)	Term Deposit	175	7.65	486/08		08-Jul-08	\$ 500,000.00
Bankwest	Term Deposit	196	7.36	487/08		05-Aug-08	\$ 500,000.00
Comminvest (FIIG Securities)	Term Deposit	168	7.05	488/08		15-Jul-08	\$ 500,000.00
Bankwest	Term Deposit	168	7.61	489/08		22-Jul-08	\$ 300,000.00
Suncorp	Term Deposit	168	7.85	490/08		29-Jul-08	\$ 500,000.00
National Australia Bank	Term Deposit	175	7.40	491/08		12-Aug-08	\$ 300,000.00
Savings & Loans Credit Union	Term Deposit	179	8.14	492/08		19-Aug-08	\$ 250,000.00
National Australia Bank	Term Deposit	182	7.80	493/08		26-Aug-08	\$ 500,000.00
Citibank	Term Deposit	182	8.24	494/08		02-Sep-08	\$ 500,000.00
Newcastle Permanent Building Society	Term Deposit	182	8.41	495/08		09-Sep-08	\$ 500,000.00
CBA	Term Deposit	91	7.50	496/08	16-Jun-08	16-Dec-10	\$ 500,000.00
Royal Bank Canada	Term Deposit	91	7.70	497/08	16-Jun-08	16-Mar-11	\$ 500,000.00
Westpac	Term Deposit	182	7.56	498/08		16-Sep-08	\$ 500,000.00
National Australia Bank	Term Deposit	175	7.80	499/08		16-Sep-08	\$ 500,000.00
Grange Securities - Zircon Finance Limited	Floating Rate CDO	92	9.08		20-Jun-08	20-Sep-14	\$ 500,000.00
Grange Securities - MAS6-7	Term Deposit	92	9.78		20-Jun-08	20-Jun-15	\$ 250,000.00
Grange Securities - Helium	Floating Rate CDO	90	9.08		23-Jun-08	23-Jun-14	\$ 200,000.00
Grange Securitit- Magnolia	Term Deposit	92	9.28		20-Jun-08	20-Mar-09	\$ 50,000.00
							\$ 14,200,000.00

Recommendation:

That the Investment Report as at 31 March 2008 be received

11. ABORIGINAL COMMUNITY DEVELOPMENT AND RECONCILIATION PLAN

REPORTING SECTION: Corporate and Community Services
AUTHOR: Carole Medcalf - Director, Corporate and Community Services
FILE NUMBER: 100/33/01/00

Summary:

This report is presented to Council to adopt the Aboriginal Community Development and Reconciliation Plan.

Discussion (including issues and background):

A Draft Aboriginal Community Development and Reconciliation Plan was developed to commit to providing support and assistance to the Aboriginal communities within Walgett Shire. This Draft Aboriginal Community Development and Reconciliation Plan was presented to Council at the Council meeting held 20 November 2007 with the following resolution carried by Council:

362/07 – Aboriginal Community Development and Reconciliation Plan

RESOLUTION:

It was resolved on the Motion of the Administrator that:

Council receive and note the draft copy of the Aboriginal Community Development and Reconciliation Plan.

The Walgett Shire Council Aboriginal Community Development and Reconciliation Plan be placed on public display for a period no less than 28 days ending 4.30pm on 11 January 2008.

The plan and any submission be considered at the 2008 February Council Meeting.

Carried

A further report was presented to Council at the Council meeting held 19 February 2008 with the following resolution carried by Council:

16/08 Walgett Shire Council Aboriginal Community Development and Reconciliation Plan

RESOLUTION:

It was resolved on the motion of the Administrator that Council resolve to amend Council resolution 362/07 Aboriginal Community Development and Reconciliation Plan as follows:

Council receive and note the draft copy of the Aboriginal Community Development and Reconciliation Plan.

The Walgett Shire Council Aboriginal Community Development and Reconciliation Plan be placed on public display for a period no less than 28 days ending 4.30pm on 22 January 2008.

The plan and any submission be considered at the 2008 April Council Meeting.

CARRIED

A total of three submissions were received with all submissions being considered as part of the review process.

Relevant Reference Documents:

Draft Aboriginal Community Development and Reconciliation Plan
Submission from NSW Department of Aboriginal Affairs received 21 January 2008.
Submission from Walgett Aboriginal Medical Service received 10 January 2008.
Submission from Dharriwaa Elders Group received 15 January 2008.

Stakeholders:

Walgett Shire Council
Walgett Shire Council Aboriginal community

Financial Implications:

Nil associated with this report.

Recommendations:

That Council adopt the Aboriginal Community Development and Reconciliation Plan 2007 - 2010.

That Council review the Community Development and Reconciliation Plan 2007 - 2010 in July 2009.



Walgett Shire Council

Aboriginal Community Development and Reconciliation Plan

2007 – 2010

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1. Introduction

Walgett Shire Council respectfully acknowledges the Gamilaroi, Yuwaalaraay, Waiylwon and Ngemba nations within the Shire and all other Aboriginal people residing in the Shire.

Council is committed to providing a high quality of service and being responsive to the needs of the Aboriginal community within the Walgett Shire.

Council has developed the Aboriginal Community Development and Reconciliation Plan in order to decrease disadvantage to Aboriginal people and to promote reconciliation throughout the Walgett Shire. This is Council's initial plan and it has been developed in consultation with Aboriginal representatives across the Shire.

The Walgett Shire Council will do this by:

- Forging and facilitating partnerships between Council and agencies through an interagency approach in order to deliver services to the Aboriginal people.
- Acknowledging that the Community Working Parties (CWP) are the peak Aboriginal community governance bodies and consultative mechanism for the Walgett, Lightning Ridge and Collarenebri communities. Council will ensure strong relationships and consultative mechanisms are established with the CWP. Where CWP do not exist, Council will consult with the relevant land council and Aboriginal organisations in those communities.
- Consultation with the CWP and Aboriginal organisations within the Shire. Council will identify areas to develop partnerships and programs to support the reconciliation process.
- Employment of Aboriginal Community Liaison Officers to liaise with the Aboriginal communities of the Shire on Council matters.
- Formalising a Memorandum of Understanding with the local Aboriginal CWP on behalf of Aboriginal people and organisations within the Shire.

Walgett Shire Council Aboriginal Community Development and Reconciliation Plan

Walgett Shire Council has already put in place a number of strategies and policies to commence its commitment towards recognising and celebrating the Aboriginal culture and heritage. These strategies include:

- Acknowledgement of Country
- Welcome to Country
- National Sorry Day
- National Reconciliation Week
- Employment of an Aboriginal Liaison Officer
- Flying the Aboriginal Flag
- School to Work Program
- NAIDOC Week Celebrations
- Harmony Day Celebrations
- Various youth activities and programs
- Cultural Awareness Training

With the adoption of this Plan by Council the above strategies will be reinforced and provide initiatives and strategies that build upon access and equity of service provision by Council to the Aboriginal community.

2. School to Work Traineeships

Walgett Shire Council has implemented a School to Work Traineeship Program in partnership with the Walgett Community College's High School. There are currently four (4) students training in various roles within the council, these areas include; Youth Development, Customer Service, Library Assistant, and Mechanics at the Walgett Shire Council Depot.

The aim of this initiative is to provide young Aboriginal people with responsibility and an exciting venture outside the school environment yet within the school curriculum. It gives students access to formal training to assist them with their future job applications and provide a larger pool of skilled people within the Shire.

This program was developed to raise the level of commitment and employment opportunities for both Aboriginal and non indigenous communities throughout Walgett Shire Council. Council is concentrating its initial efforts on the Aboriginal population of the Shire. All of the current participants are Aboriginal students.

This initiative will be implemented in Lightning Ridge and Collarenebri communities in 2008.

Recommendation 1:

That Council Implements a School to Work Program In Walgett, Lightning Ridge and Collarenebri In accordance with the *School to Work Program* adopted by Council on 19 June 2007.

3. Aboriginal Liaison Officer

Walgett Shire Council have a number of Aboriginal community members employed in the field across the Shire and have recently employed an Aboriginal Community Liaison Officer to assist in raising the level of involvement of the Aboriginal communities across the Shire on all council matters. In an attempt to fully comprehend social and cultural mores within the various Aboriginal communities Council will consider employing a male and female Aboriginal Liaison Officer. The current position is a non gender specific position within the staff structure. However the employment of both a male and female specific position will ensure that all Aboriginal issues across the Shire are addressed.

Recommendation 2:

That Council continues to support the employment of an Aboriginal Liaison Officer (ALO) to assist in raising the level of involvement of Aboriginal communities across the Shire on all council matters.

Recommendation 3:

That Council consider the employment of gender specific ALO positions to assist in understanding social and cultural mores within the various Aboriginal communities.

Recommendation 4:

That the ALO actively participates and attends scheduled meetings of Walgett, Lightning Ridge and Collarenebri Interagency Meetings, Working Party Meetings and all organized local meetings addressing Aboriginal issues.

4. Aboriginal Cultural Protocols

Council recognizes all Aboriginal people as the traditional owners of the land and commits to ensuring that it will promote respect for Aboriginal culture. It is essential that protocols used are in consultation with the local Aboriginal CWP to ensure local protocols are adhered to.

Welcome to Country

The traditional Aboriginal owners, usually a recognised Elder or a senior representative of the local Aboriginal community, should be invited to undertake the "Welcome to Country" Ceremony at all official ceremonies.

The wording or content of a "Welcome to Country" is at the discretion of the Elder or traditional owner who provides the Welcome.

Acknowledgement of Country

An "Acknowledgement of Country" is a way that all people can show respect for Aboriginal culture and heritage and the ongoing relationship the traditional owners have with the land.

Council is committed to Acknowledging Country at all its significant events, meetings or gatherings.

Recommendation 5:

That Council recognises Aboriginal people as the traditional owners of the Land by Acknowledging Country at all its official events, meetings or gatherings and use Welcome to Country at all its official events.

5. Flying the Aboriginal Flag

Walgett Shire Council is committed to the flying of the Aboriginal Flag on a daily basis. A significant mark of respect for the Aboriginal communities throughout the Shire, the flag is also flown at half mast whenever the Council is notified of the death of an Aboriginal community member.

Recommendation 6:

That Council raise the Aboriginal flag alongside other flags at the entrance to Council Chambers located at 77 Fox Street, Walgett.

6. NAIDOC Week Celebrations

NAIDOC Week is celebrated throughout the Walgett Shire Council each year during the weeks of 8th July – 15th July, to coincide with the National NAIDOC Week Celebrations.

NAIDOC Week is a celebration of Aboriginal Culture and Heritage throughout the Shire and Walgett Shire Council are committed and fully support the NAIDOC Week celebrations, which has been evident through their active involvement and participation in the past.

Walgett Shire Council will continue to support and be actively involved in the NAIDOC Week celebrations through out the Shire.

Recommendation 7:

That Council supports NAIDOC Week Celebrations through support with Grant applications and assisting with the co-ordination of the program through Community Services and Youth Services.

7. Seniors Week

Council recognizes that certain services are required for older persons (including Aboriginal older people) within the Shire. These services, whilst not directly provided by Council, are provided by other agencies and Council supports initiatives to meet the demand for facilities and services in aged care including housing, personal care, transport and recreational needs.

Recommendation 8:

That Council in partnership with other agencies organise a morning tea for the seniors of the community to bring community Aboriginal Elders and senior members of the communities together.

8. Youth Development programs

The Youth Development Program within Council offers opportunity to all young people within Walgett Shire striving to achieve positive outcomes for the benefit of all youth. The youth of the Walgett Shire Council now have access to youth related activities on a regular basis, and through these activities provide a foundation for the promotion of health, and being proactive within the Aboriginal community.

Recommendation 9:

That Council provides quality programs to engage and maintain attendance of Aboriginal Youth at Council's Youth Centres.

Recommendation 10:

That Council endorse and support the formation of a Walgett Shire Youth Council to provide an opportunity for the youth of the Shire to contribute to planning activities, funding submissions and interagency meetings. That Council supports the designation of two positions specifically for Indigenous young people to participate without restricting the number to two.

Recommendation 11:

That Council conducts an annual Cricket NSW Indigenous Cricket Camp to assist in the development of junior indigenous and non indigenous cricket.

Recommendation 12:

That Council commits to promote and provide Aboriginal art and cultural events throughout the Shire directed at the youth.

9. Walgett Shire Council Open Day

In order for Walgett Shire Council to promote their services and an increased understanding of how local government works. Council holds an open day inviting indigenous community members to visit the Shire Administration council office and provides an opportunity to speak with staff will be held to allow indigenous community members to view what is involved in the everyday operations of a Shire Council.

Recommendation 13:

That Council endorse a Walgett Shire Council Open Day inviting indigenous community members to visit the Administrative Office to be held in September 2008.

10. Street Signage

Council produced signs, sponsored by various local businesses, have been placed in the main street of Walgett depicting various animals and the Aboriginal Name for each animal. Council will endeavor to promote the cultural aspect of each of its communities in such ways, and support the ideas that community members may have in promoting the cultural heritage of the communities within the Shire.

Recommendation 14:

That Council considers the upgrade and implementation of Shire wide signage depicting Aboriginal heritage and culture in the Management Plan 2008/2009 – 2013/2014.

11. Harmony Day

Harmony Day is celebrated on an annual basis. This is a time when all of the communities of the Shire are invited to participate, and come together in harmony to raise awareness of intercultural activities.

Recommendation 15:

That Council, in consultation with the CWP supports the involvement of Aboriginal Liaison Officer and Youth Development Officer in Harmony Day Activities and costs are reflected in the Annual Management Plan.

12. National Sorry Day

National Sorry Day provides the opportunity for all Australians to be involved in activities to acknowledge the impact of the policies of forcible removal of Australia's indigenous populations and, then, to celebrate the beginning of a new understanding. It offers every community the chance to shape a ceremony which, by the frankness of its acknowledgement of past wrongs towards the 'stolen generations', and by the sincerity of its commitment to overcome racism, unites the community. Such a ceremony cannot be prescribed. It must come from the hearts of local people, Indigenous and non-Indigenous.

A ceremony could be accompanied by displays, cultural presentations, theatrical and other events developed together by the local Indigenous and non-Indigenous communities, which bring the history to life, expressing the pain but also the resilience of those who were removed

Recommendation 16:

That Council, in consultation with the relevant CWP, hosts a range of activities to commemorate National Sorry Day.

13. National Reconciliation Week

National Reconciliation Week offers people across Australia the opportunity to focus on reconciliation, to hear about the culture and history of Australia's Indigenous people, and to explore new and better ways of meeting challenges in our communities.

National Reconciliation Week is a time for us to renew our commitment to reconciliation and to think about how we can help turn around the continuing disadvantage experienced by Aboriginal and Torres Strait Islander Australians.

Recommendation 17:

That Council, in consultation with the relevant CWP, participate in National Reconciliation Week by hosting a range of activities focused on youth and the wider community.

14. Cultural Awareness Training

Council is committed to providing all council staff with cultural awareness training throughout the year, as part of the induction process staff members are required to attend cultural awareness training.

Council staff are currently in the process of liaising with the Aboriginal Education Consultative Group to redevelop a cultural awareness package for all government staff including police, teachers and nursing staff.

Recommendation 18:

That Council provides Cultural Awareness training to all Council staff on an annual basis as part of its Induction processes.

15. Memorandum of Understanding

It is important for Council to develop a Memorandum of Understanding (MoU) with the local Aboriginal community to enable Council to effectively deliver services to the Aboriginal community and comply with the Department of Local Government Best Practice Guidelines.

Recommendation 19:

That Council formalise a Memorandum of Understanding with the local Aboriginal Community through CWP and in those communities where CWP do not exist, with the Land Council.

16. Aboriginal Art Strategy

Council recognizes the cultural significance of Aboriginal art and local artists within the Shire. It is important to promote this art work both within and outside Walgett Shire.

Recommendation 20:

That Council seek to identify local Aboriginal artists to display and sell their art work at Visitor Information Centre's located at Walgett, Lightning Ridge and Collarenebri to assist in the overall promotion of the local area.

Recommendation 21:

That Council investigate and implement an Indigenous Art Prize that includes displaying Art Work at Gosford City Cultural Centre.

Recommendation 22:

That Council promote and support an annual Aboriginal Arts and Craft Exhibition within the Walgett Shire.

17. Significant Aboriginal Sites

Aboriginal culture has a special place in the Shire with significant historical and cultural sites dotted across the entire region. Some of these sites include Norman Tracker Walford Walkway, Collarenebri Sacred Aboriginal Cemetery, Indigenous Carved Trees at Collarenebri, Goondee Aboriginal Keeping Place, Lightning Ridge Bush Tucker Garden and Two rivers Meeting Site. The growing interest, awareness and desire to experience, Aboriginal culture, art and lifestyle particularly by international visitors provides significant exciting opportunities for Aboriginal people to further develop viable and sustainable tourism ventures and to be more actively involved in the mainstream tourism industry.

Recommendation 23:

That Council recognises significant Aboriginal sites through its Walgett Shire Tourism Destination Strategy and promotes these sites in all promotional material.

18. Aboriginal Employment Strategy

Council is committed to maintaining and/or improving the representation of Aboriginal staff members within its workforce. Currently, Council maintains a high level of Indigenous employees but with minimal representation in its indoor staff. In order to quantify and assess Council's Human Resource Employment Action in relation to Aboriginal employment, Council must develop and implement an Aboriginal Employment Strategy. It is anticipated that this strategy will be presented to Council at the August 2008 Council meeting.

Recommendation 24:

That Council endorse the development and implementation of an Aboriginal Employment Strategy to be presented to Council in August 2008.

19. Walgett Shire Council Plans and Staff

All Walgett Shire Council planning documents must consider and include specific strategies that would address Aboriginal issues.

Recommendation 25:

That Council includes strategies that address Aboriginal issues in all Council Plans where relevant.

Recommendation 26:

That Council policies and plans are effectively promoted to the Aboriginal communities of the Shire

20. Sister City – Rural Metropolitan Relationship between Walgett Shire Council and Gosford City Council

The Sister City – Rural Metropolitan Relationship between Walgett Shire Council and Gosford City Council was formalized on Wednesday 8th August 2007. This relationship includes exchange programs aimed at the youth of each Shire and the sharing of resources. Gosford City Council has also identified an interest in assisting Council with staff exchange in areas such as enrolling Aboriginal people on the electoral role and staff exchange to assist in staging Aboriginal events.

Recommendation 27:

That Council continues the Rural Metropolitan Relationship between Walgett Shire Council and Gosford City Council and stages annual Youth Exchange Programs and Staff Exchange Programs aimed at Aboriginal communities and issues.

Recommendation 28:

That Council accepts Gosford City Council's offer of assistance in enrolling Aboriginal people on the electoral role prior to the 2008 local government elections.

21. Aboriginal Heritage Items

The Indigenous cultures of Australia are the oldest living cultural history in the world - they go back at least 50,000 years and some argue closer to 65,000 years. It is imperative that the Aboriginal heritage and way of life before contact with non indigenous people is identified, recorded and conserved.

A community based heritage study was recently developed for Walgett Shire Council. One of the key aspects of this study was the recommendation that "Council consult with the Aboriginal community and undertake a study of Aboriginal heritage in the Shire." Following this study it was also resolved by Council that it would consider funding a study of Aboriginal heritage in the Shire to be undertaken in consultation with the Aboriginal community.

Recommendation 29:

That Council support and develop a study of Aboriginal heritage in the Shire in consultation with the Aboriginal community.

Adopted date: 15 April 2008

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22. Aboriginal Employment Strategy

The Aboriginal Employment Strategy (AES) specialises in placing and mentoring Aboriginal people into employment and includes a School Based Traineeship Program for Indigenous high school students. Council has recently held a meeting with representatives from AES to discuss the possibility of opening an AES office in the Walgett Shire. This type of service is vital in the Walgett Shire community and the service needs to expand across all businesses within the community.

The AES is based on relationships and gives employers better understanding of Aboriginal people and the issues they face in today's society. It provides the community the opportunity to engage Aboriginal people in local employment to ensure the viability of the Shire and to build self esteem within the Aboriginal community.

The AES is operational in regional centres such as Dubbo, Moree and Tamworth and has very successfully placed Aboriginal people into a wide range of different industries. The initial set up costs and on going operational costs would be minimal compared to the benefits that would ensue.

Recommendation 30:

That Council commit to attempting to secure an Aboriginal Employment Strategy office in the Walgett Shire.

23. Aboriginal Engagement in Local Government Elections and the Elected Council

Information from the NSW Electoral Office and the Australian Bureau of Statistics indicates that at the 2004 Walgett Council election:

- only 80% of persons entitled to be enrolled were in fact enrolled
- only 70% of those who were enrolled actually voted.

In short, only approximately 57% of persons aged 18 years and over, voted.

Many of those who were not enrolled and who did not vote were Aboriginal. It is understood that in the 100 year history of Walgett Shire Council there has been no more than three Aboriginal Councilors. An essential element of self determination is involvement in the institutions of Government.

Council can assist in engaging Aboriginal people in local government elections in a number of ways. Some areas of assistance include:

- encouraging Aboriginal enrolment on the Voter Roll
- educating prospective Aboriginal voters about Local Government
- encouraging Aboriginal people to stand for election on Council
- assisting Aboriginal people who are transport disadvantaged to attend at polling booths on election days
- assisting Aboriginal people with literacy limitations to vote.

Recommendation 31:

That Council undertakes a program to encourage and assist Aboriginal involvement in Council which, among other things, would involve:

- a. Encouraging Aboriginal enrolment on the Voter Roll.**
- b. Educating prospective Aboriginal voters about Local Government.**
- c. Encouraging Aboriginal people to stand for election on Council.**
- d. Assisting Aboriginal voters who are transport disadvantaged to attend at polling booths on election days.**
- e. Providing appropriate assistance at polling booths for Aboriginal people who have literacy limitations.**

Adopted date: 15 April 2008

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24. Appendix**Aboriginal Community Development and
Reconciliation Action plan**

No.	Recommendation	Activity	Measurement, Method and Target	Responsible Manager
1.	That Council implements a School to Work Program in Walgett, Lightning Ridge and Collarenebri in accordance with the School to work program adopted by Council on 19 June 2007	School to work Program fully operational in Walgett, Lightning Ridge and Collarenebri	Fully implemented in Walgett, Lightning Ridge and Collarenebri by June 2008 with targets as identified in the School to Work Policy achieved	Community Liaison Officer / ALO
2.	That Council continues to support the employment of an Aboriginal Liaison Officer (ALO) to assist in raising the level of involvement of Aboriginal communities across the Shire on all council matters	ALO position maintained on WSC staff structure	ALO holds monthly meetings with Aboriginal communities to discuss Council matters	General Manager
3.	That Council consider the employment of gender specific ALO positions to assist in understanding social and cultural mores within the various Aboriginal communities	WSC staff structure reviewed (in conjunction with financial restraints) to include gender specific ALO	Gender specific ALO positions included on WSC staff structure	General Manager
4.	That the ALO actively participates and attends scheduled meetings of Walgett, Lightning Ridge and Collarenebri Interagency Meetings, Working Party Meetings, and all organised local meetings addressing Aboriginal issues.	ALO attends local meetings addressing Aboriginal issues	ALO attends a minimum 80% Interagency Meetings and Working Party Meetings. Quarterly reports presented to Council notifying Council of Aboriginal issues	Director, Corporate and Community Services

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WALGETT SHIRE COUNCIL AGENDA

Walgett Shire Council Aboriginal Community Development and Reconciliation Plan

No.	Recommendation	Activity	Measurement, Method and Target	Responsible Manager
5.	That Council recognises Aboriginal people as the traditional owners of the Land by Acknowledging Country at all its official events, meetings or gatherings and use Welcome to Country at all its official events	Acknowledgement of Country and Welcome to Country used at all official events in consultation with local Aboriginal CWP	Elder or senior representative invited to undertake Welcome to Country at all WSC official events Acknowledgement of Country at all official events	General Manager
6.	That Council recognise the symbolic significance of the Aboriginal flag along with other flags at the entrance to the Council Chambers located at 77 Fox Street, Walgett	Raise Aboriginal flag at WSC offices	Council raise the Aboriginal flag along with other flags at the entrance to the Council Chambers.	General Manager
7.	That Council supports NAIDOC Week Celebrations through support with Grant applications and assisting with the co-ordination of the program through Community Services and Youth Services.	NAIDOC Week celebrations held annually.	Council assists with Grant Applications for funding for NAIDOC week activities. Annual programs and activities held Shire wide to celebrate NAIDOC week.	Community Liaison Officer / ALO
8.	That Council in partnership with other agencies organise a morning tea for the seniors of the community to bring community Aboriginal Elders and senior members of the communities together.	Morning Tea for Aboriginal Elders and senior members held during Seniors Week.	Morning Tea held annually in April to celebrate Seniors Week.	Community Liaison Officer / ALO

WALGETT SHIRE COUNCIL AGENDA

Walgett Shire Council Aboriginal Community Development and Reconciliation Plan

No.	Recommendation	Activity	Measurement, Method and Target	Responsible Manager
9.	That Council provides quality programs to engage and maintain attendance of Aboriginal Youth at Council's Youth Centres.	Exciting programs engaging Aboriginal Youth held at Youth Centres in Walgett, Lightning Ridge and Collarenebri.	<p>Increase in attendance by Aboriginal Youth by 20% for the next two years and then reviewed.</p> <p>Upgrade of Youth Centres in Lightning Ridge and Collarenebri.</p> <p>Successful grant applications for various activities at youth centers.</p>	Community Liaison Officer / ALO
10.	That Council endorse and support the formation of a Walgett Shire Youth Council to provide an opportunity for the youth of the Shire to contribute to planning activities, funding submissions and interagency meetings. That Council supports the designation of two positions specifically for Indigenous young people to participate without restricting the number to two.	Walgett Shire Youth Council formed.	<p>At least two (2) indigenous youth on the Walgett Shire Youth Council.</p> <p>Members of Youth Council regularly attend interagency meetings.</p> <p>Youth Council assist with planning activities for youth across the Shire.</p>	Youth Development Officer / ALO

WALGETT SHIRE COUNCIL AGENDA

Walgett Shire Council Aboriginal Community Development and Reconciliation Plan

No.	Recommendation	Activity	Measurement, Method and Target	Responsible Manager
11.	That Council conducts an annual Cricket NSW Indigenous Cricket Camp to assist in the development of junior indigenous and non indigenous cricket.	Annual Cricket NSW Indigenous Cricket Camp held in Shire.	Funding from Cricket NSW secured to hold Indigenous cricket camp. Cricket Camp held annually in Walgett Shire	Youth Development Officer / ALO
12.	That Council commit's to promote and provide Aboriginal art and cultural events throughout the Shire directed at the youth.	Arts and cultural events included in Youth programs.	Successful grant applications for various arts and cultural activities at youth centres.	Youth Development Officer
13.	That Council endorse a Walgett Shire Council Open Day inviting indigenous community members to visit the Administrative Office to be held in September 2008.	Walgett Shire Council Open Day.	Open Day to be held in September 2008.	ALO
14.	That Council considers the upgrade and implementation of Shire wide signage depicting Aboriginal heritage and culture in the Management Plan 2008/2009 – 2013/2014.	Investigation and installation of Aboriginal heritage and cultural signage.	Aboriginal heritage and culture signage included in Management Plan 2008/2009 – 2013/2014. Aboriginal signage upgraded by January 2010.	Tourism Officer/ALO

WALGETT SHIRE COUNCIL AGENDA

Walgett Shire Council Aboriginal Community Development and Reconciliation Plan

No.	Recommendation	Activity	Measurement, Method and Target	Responsible Manager
15.	That Council, in consultation with the CWP supports the involvement of Aboriginal Liaison Officer and Youth Development Officer in Harmony Day Activities and costs are reflected in the Annual Management Plan.	Harmony Day activities held annually.	Costs for Harmony Day Activities included in Management Plan 2008/2009 – 2013/2014. Programs and activities held Shire wide to celebrate Harmony Day.	Youth Development Officer / ALO / Director Corporate and Community Services
16.	That Council, in consultation with the relevant CWP, hosts a range of activities to commemorate National Sorry Day.	National Sorry Day activities held annually.	Costs for National Sorry Day Activities included in Management Plan 2008/2009 – 2013/2014. Programs and activities held Shire wide to celebrate National Sorry Day.	ALO / Director Corporate and Community Services
17.	That Council, in consultation with the relevant CWP, participate in National Reconciliation Week by hosting a range of activities focused on youth and the wider community.	National Reconciliation Week activities held annually.	Costs for National Reconciliation Week Activities included in Management Plan 2008/2009 – 2013/2014. Programs and activities held Shire wide to celebrate National Reconciliation Week.	Youth Development Officer / ALO / Director Corporate and Community Services

WALGETT SHIRE COUNCIL AGENDA

Walgett Shire Council Aboriginal Community Development and Reconciliation Plan

No.	Recommendation	Activity	Measurement, Method and Target	Responsible Manager
18.	That Council provides Cultural Awareness training to all Council staff on an annual basis as part of its induction processes.	Cultural Awareness Training held annually.	All staff members provided Cultural Awareness Training.	Human Resources Officer
19.	That Council formalise a Memorandum of Understanding with the local Aboriginal Community through CWP and in those communities where CWP do not exist, with the Land Council.	Memorandum of Understanding developed.	Memorandum of Understanding with CWP in Walgett, Lightning Ridge and Collarenebri formalised and adopted by June 2009.	ALO / Director Corporate and Community Services
20.	That Council seek to identify local Aboriginal artists to display and sell their art work at Visitor Information centre's (VIC) located at Walgett, Lightning Ridge and Collarenebri to assist in the overall promotion of the local area.	Local Artists identified to discuss consignment at local Visitor Information Centres.	Aboriginal Art available for sale at Walgett, Lightning Ridge and Collarenebri VIC by February 2009.	ALO / Tourism Development Officer
21.	That Council investigate and implement an Indigenous Art Prize that includes displaying Art Work at Gosford City Cultural Centre.	Indigenous Art Prize included as part of Walgett Show Activities.	Indigenous Art Prize held at Walgett Show in May 2009. Successful Art Prize/s displayed at Gosford City Cultural Centre in June 2009.	ALO

WALGETT SHIRE COUNCIL AGENDA

Walgett Shire Council Aboriginal Community Development and Reconciliation Plan

No.	Recommendation	Activity	Measurement, Method and Target	Responsible Manager
22.	That Council promotes and support an annual Aboriginal Arts and Craft Exhibition within the Walgett Shire.	Aboriginal Arts and Craft Exhibition held in Walgett Shire.	Costs for Aboriginal Arts and Craft Exhibition included in Management Plan 2008/2009 – 2013/2014. Aboriginal Arts and Craft Exhibition held annually.	ALO
23.	That Council recognises significant Aboriginal sites through its Walgett Shire Tourism Destination Strategy and promotes these sites in all promotional material.	Aboriginal sites included in Walgett Shire Tourism Destination Strategy. Promotional material developed identifying local Aboriginal sites.	Walgett Shire Tourism Destination Strategy reviewed by December 2008 in consultation with CWP to identify Aboriginal sites. Promotional material developed by June 2009 identifying Aboriginal sites.	ALO / Tourism Development Officer
24.	That Council endorse the development and implementation of an Aboriginal Employment Strategy to be presented to Council in August 2008.	Aboriginal Employment Strategy developed.	Presented to Council in August 2008.	ALO / Human Resources Officer

WALGETT SHIRE COUNCIL AGENDA

Walgett Shire Council Aboriginal Community Development and Reconciliation Plan

No.	Recommendation	Activity	Measurement, Method and Target	Responsible Manager
25.	That Council include strategies that address Aboriginal issues in all Council Plans where relevant.	Aboriginal strategies included in Council Plans.	Community Consultation form CWP and Aboriginal community sought for Council Plans. Aboriginal issues addressed in all Council Plans.	ALO / General Manager
26.	That Council policies and plans are effectively promoted to the Aboriginal communities of the Shire.	Council Plans distributed among Aboriginal community.	Plans effecting Aboriginal community presented to CWP meetings. Council Plans placed on public exhibition.	ALO / Director Corporate and Community Services
27.	That Council continues the Rural Metropolitan Relationship between Walgett Shire Council and Gosford City Council and stages annual Youth Exchange Programs and Staff Exchange Programs aimed at Aboriginal communities and issues.	Annual Youth Exchange Programs and Staff Exchange Programs aimed at Aboriginal communities developed with Gosford City Council.	Annual Youth Program held annually. Staff Exchange programs developed with Gosford City Council.	ALO

WALGETT SHIRE COUNCIL AGENDA

Walgett Shire Council Aboriginal Community Development and Reconciliation Plan

No.	Recommendation	Activity	Measurement, Method and Target	Responsible Manager
28.	That Council accepts Gosford City Council's offer of assistance in enrolling Aboriginal people on the electoral role prior to the 2008 local government elections.	Gosford City Council ALO assists with enrolling Aboriginal people on electoral role.	Assistance in enrolling Aboriginal people on electoral role completed by July 2008.	ALO
29.	That Council support and develop a study of Aboriginal heritage in the Shire in consultation with the Aboriginal community.	Aboriginal Heritage Study developed.	Funding for Aboriginal heritage study included in Management Plan 2008/2009 – 2013/2014. Aboriginal Heritage Study completed by December 2009.	Director, Planning and Regulation
30.	That Council commit to attempting to secure an Aboriginal Employment Strategy office in the Walgett Shire.	Continued meetings held with AES representatives. Support for AES sought from local government agencies and local employers. Funding sought for set up and operation of AES in Walgett.	AES operational in Walgett Shire by June 2010.	ALO / Director Corporate and Community Services

Adopted date: 15 April 2008

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WALGETT SHIRE COUNCIL AGENDA

Walgett Shire Council Aboriginal Community Development and Reconciliation Plan

No.	Recommendation	Activity	Measurement, Method and Target	Responsible Manager
31.	<p>That Council undertakes a program to encourage and assist Aboriginal involvement in Council which, among other things, would involve:</p> <ul style="list-style-type: none"> a. Encouraging Aboriginal enrolment on the Voter Roll. b. Educating prospective Aboriginal voters about Local Government. c. Encouraging Aboriginal people to stand for election on Council. d. Assisting Aboriginal voters who are transport disadvantaged to attend at polling booths on election days. e. Providing appropriate assistance at polling booths for Aboriginal people who have literacy limitations. 	Program developed to encourage and assist Aboriginal involvement in Council and Local Government.	<p>Increase in the enrolment numbers in Walgett Shire recorded at September 2008 Local Government elections.</p> <p>No less than two (2) Aboriginal people stand for election on Council.</p> <p>Assistance provided at polling booths for Aboriginal people with literacy limitations.</p> <p>Transport made available to Aboriginal voters to attend polling booths.</p>	ALO / General Manager

12. QUARTERLY MANAGEMENT REVIEW TO 31 MARCH 2008

REPORTING SECTION: Corporate & Community Services
AUTHOR: Myrene Lovegrove - Accountant
FILE NUMBER: 180/08/00/00

Summary:

This report presents to Council the quarterly financial review for the period ending 31st March, 2008..

Report to be tabled at meeting.

13. PROPOSAL CONCERNING CROWN LAND

REPORTING SECTION: Planning and Regulatory Services
AUTHOR: Matthew Goodwin, Director Planning & Regulatory Services
FILE NUMBER: 007/02/04/55

Summary:

The Department of Lands has written to Council seeking its concurrence for a proposal to use part of a Western Lands Lease for a rifle range. It is recommended that Council respond by not objecting to the proposal.

Discussion (including issues and background):

In a letter dated 26 March 2008, the Department of Lands (DOL) sought Council's concurrence for a proposal by the Cumborah Rifle and Pistol Club to use an area of about 44 hectares within Western Lands Lease 12700 as a rifle range. The department's letter is reproduced as an attachment to this report.

On 15 August 2005 Walgett Shire Council previously approved Development Application 2005028 for a rifle range and club house on this land. The information supplied by the DOL indicates that the proposed orientation of the range has changed, but it is unclear whether the site will also change.

There does not appear to be any reason for Council to oppose the proposal, subject to the lodgement and approval of an application to modify development consent 2005028. In that context Council will need a scaled site plan which accurately defines the location of the range and proposed club house.

Relevant Reference Documents:

- File for Development Application 2005028.

Stakeholders:

Cumborah Rifle and Pistol Club, Walgett Shire Council & Department of Lands.

Financial Implications:

Nil.

Recommendations:

Walgett Shire Council resolve to write to the Department of Lands and state that:

- 1. Council does not oppose the proposal, subject to the lodgement and approval of an application to modify development consent 2005028.**
- 2. In the above context Council requires scaled site plan which accurately defines the location of the range and proposed club house.**

Attachments

File Reference

WL05H110

REFERENCE TO AUTHORITY

Account No.

LI 405455



Department of Lands

Contact: Donna Basham
 Phone: 02 6883 3004
 Your Ref: WL05H110

Walgett Shire Council
 PO Box 31
 WALGETT NSW 2832

PROPOSAL CONCERNING CROWN LAND

The proposal detailed hereunder is under consideration by the Department of Lands. The department seeks the concurrence of the Walgett Shire Council for the proposal outlined hereunder and shown on the accompanying Spatial System Diagram.

Applicant(s): Cumborah Rifle & Pistol Club

Address: Carlton WALGETT NSW 2832

Property Description

Local Government	Land District	County	Parish	Being	Lot	Sec.	Dp
Walgett Shire Council	Walgett North	Finch	Bunghill	Part	2683		764759

PROPOSAL UNDER CONSIDERATION

Rifle Range over an area of approximately 44 hectares located on part Lot 2683 DP 764759 (Western Lands Lease 12700. A licence application was previously lodged by applicants and refused due to objection by Lightning Ridge Mining Board. Application has been re-lodged with a reduced area.

It would be appreciated if you could forward your response to the proposal within two months of receipt. Please refer correspondence and any queries to the contact officer, Donna Basham.

Should a reply not be received within two months, your concurrence may be assumed.

Donna Basham
 Donna Basham
 for Regional Director / Western Lands Commissioner
 26th March 2008

Walgett Shire Council
REC'D

31 MAR 2008

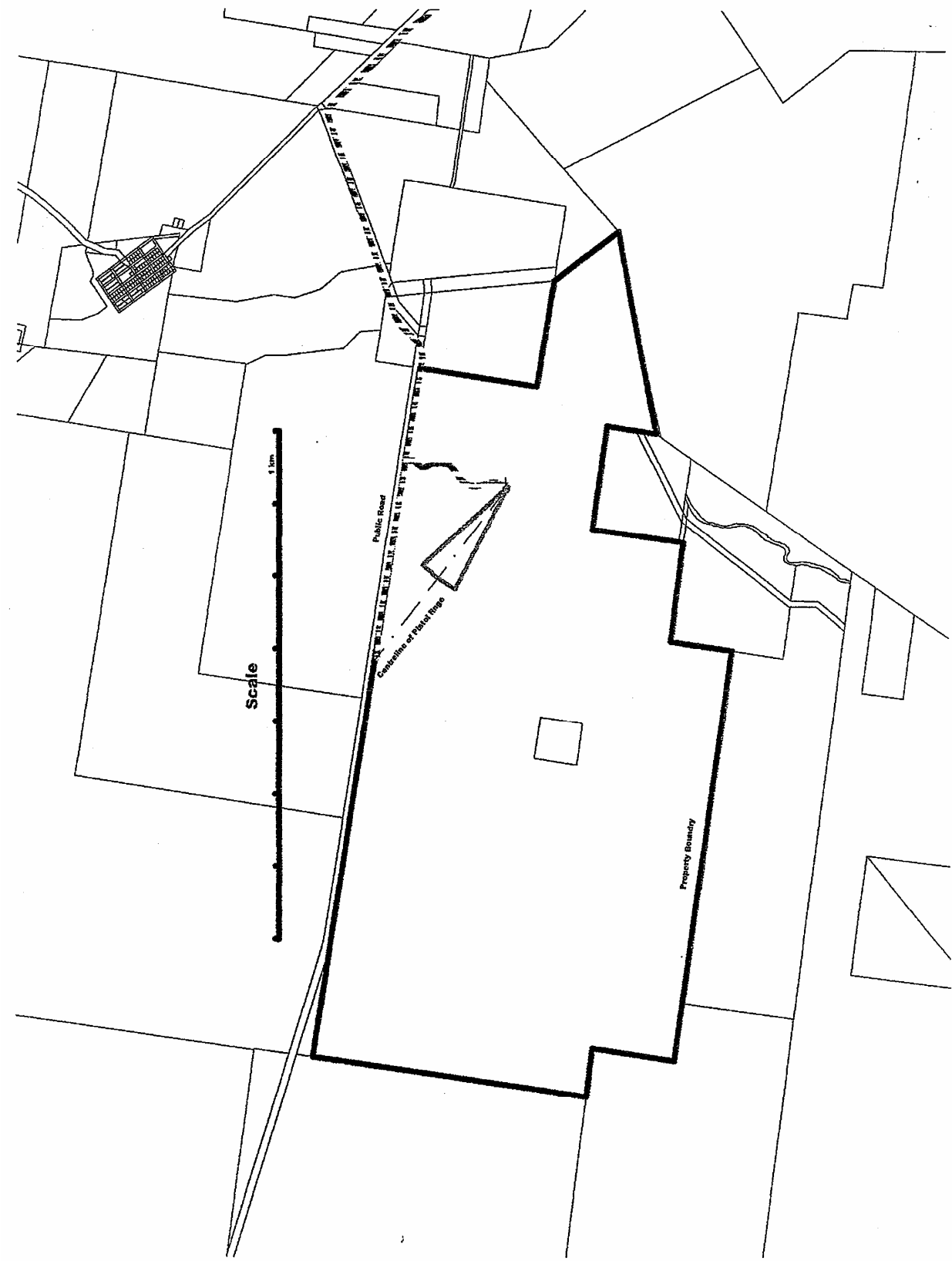
FILE:007/02/04/5-

LETTER No: 1984

REFER: MPG.

COPY:

45 Wingewarra Street Dubbo NSW 2830. PO Box 1840 Dubbo NSW 2830.
 Telephone: (02) 6883 3012 Facsimile: (02) 6883 3099



14. DEVELOPMENT AND COMPLYING DEVELOPMENT CERTIFICATE APPLICATIONS

REPORTING SECTION: Planning and Regulatory Services
AUTHOR: Matthew Goodwin, Director Planning & Regulatory Services
FILE NUMBER: 315/01/00/00

Summary:

This report provides a summary of the Development and Complying Development Certificate applications recently dealt with under delegated authority.

Discussion (including issues and background):

The table following this report provides details of Development Applications (DA) and Complying Development Certificate (CDC) applications dealt with under delegated authority by the Manager Planning and Regulation and General Manager during March 2008.

Relevant Reference Documents:

Respective Development Application and Complying Development Certificate files.

Stakeholders:

Public and applicants.

Financial Implications:

Nil.

Recommendation:

That Walgett Shire Council resolve to note the Development and Complying Development Certificate applications dealt with under delegated authority by the Manager Planning and Regulation and General Manager during March 2008.

Attachment

AUTHORITY

Determined Applications

CIVICA

04/01/2008 Parameters: Date Range: Y Document Type: 2 Page: 1
 Start Date: 1/03/2008 Officer: ALL
 End Date: 31/03/2008 Number of Days: 0
 As At Date: Stop The Clock: Yes

Document	Applicant Name / Address	Development Type Property Address Title Owner	Determination	Determined	Received
Document Type: 20					
Stop the Clock					
Total Elapsed Calendar Days: 25					
Calendar Stop Days: 0					
Adjusted Calendar Days: 25					
020/2008/000000002/001	160 Subdivision/Consolidation		Approved - Staff Delegation	20/03/2008	25/02/2008
LOT: 1953 DP: 763835 WLL: 4124					
Stop the Clock					
Total Elapsed Calendar Days: 36					
Calendar Stop Days: 0					
Adjusted Calendar Days: 36					
020/2008/000000003/001	10 Class 1a -Single Dwelling/Dual Occupancy	27 Haddigan Street, WILKINGTON RIDGE	Approved - Staff Delegation	31/03/2008	26/02/2008
LOT: 17 DP: 758612 IP: 395693					
Stop the Clock					
Total Elapsed Calendar Days: 15					
Calendar Stop Days: 0					
Adjusted Calendar Days: 15					
020/2008/000000004/001	10 Class 1a -Single Dwelling/Dual Occupancy	30 Warren St WALGETT	Approved - Staff Delegation	11/03/2008	26/02/2008
LOT: 39 DP: 603269					
<i>There are Multiple Parcels on this application</i>					
Officer: Ms J R Babic					
Number of Applications: 3					
Average Elapsed Calendar Days: 25.00					
Average Calendar Stop Days: 0.00					
Average Adjusted Calendar Days: 25.00					
Total Elapsed Calendar Days: 75.00					
Total Calendar Stop Days: 0.00					
Total Adjusted Calendar Days: 75.00					

AUTHORITY

Determined Applications

CIVICA

04/01/2008	Parameters:	Date Range: Y Start Date: 1/03/2009 End Date: 31/03/2010 As At Date:	Document Type: 2 Officer: ALL Number of Days: 0 Stop The Clock: Yes	Page: 2
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Document	Applicant Name / Address	Development Type Property Address Title Owner	Determination	Determined	Received
Document Type: 24	Stop the Clock	Total Elapsed Calendar Days: 3 Calendar Stop Days: 0 Adjusted Calendar Days: 3			
024/2008/000000007/001		140 Class 10a - Garage/Carport/Shed/Werandah 31 Morilla Street, CHIPPING RIDGE LOT: 7 SEC: 10 DP: 758612	Approved - Staff Delegation	20/03/2008	18/03/2008

Officer: Mr L J Smyth	Average Elapsed Calendar Days: 3.00	Total Elapsed Calendar Days: 3.00
Number of Applications: 1	Average Calendar Stop Days: 0.00	Total Calendar Stop Days: 0.00
	Average Adjusted Calendar Days: 3.00	Total Adjusted Calendar Days: 3.00
Report Totals & Averages	Average Elapsed Calendar Days: 19.50	Total Elapsed Calendar Days: 78.00
Total Number of Applications: 4	Average Calendar Stop Days: 0.00	Total Calendar Stop Days: 0.00
	Average Adjusted Calendar Days: 19.50	Total Adjusted Calendar Days: 78.00

15. DRAFT WALGETT LOCAL ENVIRONMENTAL PLAN

REPORTING SECTION: Planning and Regulatory Services
AUTHOR: Matthew Goodwin, Director Planning & Regulatory Services
FILE NUMBER: 315/01/02/00

Summary:

An update on matters associated with the preparation of the draft Walgett Local Environmental Plan 2008 is provided herein. The report also recommends that Council make a number of resolutions to facilitate further progress with development of the Local Environmental Plan.

Discussion (including issues and background):

At a Council meeting held on 19 February 2008 Walgett Shire Council made certain resolutions regarding the Walgett Shire Growth Management Study and Draft Strategy, in addition to a proposed draft Local Environmental Plan. The resolution is reproduced below.

32/08 Walgett Shire Growth Management Study and Draft Strategy

RESOLUTION:

It was resolved on the motion of the Administrator that Council:

1. Adopt and endorse the Walgett Shire Growth Management Study and Draft Strategy document, with the amendments proposed by Edge Land Planning in the documents titled "Analysis of Submissions", dated November 2007, and "Additional Considerations" dated 11 February 2008.
2. Forward the Walgett Shire Council Growth Management Study and Draft Strategy document to the Director General of the Department of Planning for formal endorsement by that Department.
3. Continue with the preparation of a Local Environmental Plan for the whole of the Walgett Shire Local Government Area in accordance with:
 - (a) The Standard Instrument (Local Environmental Plans) Order 2006; and
 - (b) The recommendations contained in the Walgett Shire Growth Management Study and Draft Strategy document, as prepared by Edge Land Planning.

CARRIED

Subsequently the Department of Planning requested that further information be added to the Walgett Shire Growth Management Study and Draft Strategy document prior to its endorsement by that agency. The matters raised are summarised in the document following this report titled "Comments on Walgett Growth Management Study dated Feb 08".

An amended version of the document which addresses the matters raised by the Department has been prepared by the principal of Edge Land Planning, Ian Sinclair, in consultation with Council's planning staff. The amended document is titled the Walgett Shire Growth Management Study and Strategy and is dated April 2008. Upon receipt it was submitted to the Department of Planning for endorsement. It is recommended that this version of the document be adopted and endorsed by Walgett Shire Council.

The Department of Planning has encouraged the preparation of a preliminary draft Walgett Local Environmental Plan and associated maps in parallel with work to amend the Walgett Shire

Growth Management Study and Strategy. The preliminary draft Walgett Local Environmental Plan and maps were submitted to the Dubbo regional office of the Department on 28 March 2008 with a view to arranging a pre-lodgement meeting in April 2008. The Department requires this to be done prior to Council complying with Sections 64 and 65 of the Environmental Planning and Assessment Act 1979, as reproduced below.

Environmental Planning and Assessment Act 1979 No 203

64 Submission of copy of draft local environmental plan to Department

When a draft local environmental plan has been prepared, the council shall submit a copy of the draft plan to the Director-General, together with a statement specifying the names of the public authorities, bodies and other persons the council has consulted with pursuant to section 62.

65 Certificate of Director-General

(1) Where the Director-General receives a copy of a draft local environmental plan from a council under section 64, the Director-General may cause to be issued to the council a certificate certifying that the draft plan may be publicly exhibited in accordance with section 66.

(1A) A certificate is not to be issued under this section unless the Director-General is satisfied that the draft local environmental plan has been prepared in accordance with any applicable standard instrument under section 33A. This subsection does not limit the grounds on which a certificate may be refused or the draft plan may be required to be amended under this section.

Note. Section 117 also empowers the Minister to give directions as to the principles to be observed in the preparation of, or the provisions to be included in, draft local environmental plans.

(2) A certificate issued under this section may be granted subject to the condition that the draft local environmental plan be amended in the manner specified in the certificate before it is publicly exhibited in accordance with section 66.

(3) Where a certificate is not issued under this section, the Director-General shall return the draft plan to the council, giving the reasons why the certificate was not issued, and directing the council to amend the draft plan in such a manner as to enable a certificate to be issued, or to take such other action as is appropriate.

(4) The council shall comply with a direction given under subsection (3).

Relevant Reference Documents:

- Council file 315-01-02-00 – Local Environmental Plan
- Walgett Shire Growth Management Study and Draft Strategy prepared by Edge Land Planning, dated July 2007.
- Standard Instrument (Local Environmental Plans) Order 2006.
- Environmental Planning and Assessment Act 1979.
- Environmental Planning and Assessment Regulation 2000.

Stakeholders:

The community, Walgett Shire Council and State government.

Financial Implications:

Fees associated with consultancy services provided by Edge Land Planning are being met from the existing budget for Local Environmental Plan development.

Recommendations:

That Walgett Shire Council resolve to:

- 1. Adopt and endorse the Walgett Shire Growth Management Study and Strategy document dated April 2008, which includes amendments prepared by Ian Sinclair of Edge Land Planning to address the issues raised by the Department of Planning in the document titled "Comments on Walgett Growth Management Study dated Feb 08".**
- 2. Endorse the submission of the amended Walgett Shire Council Growth Management Study and Strategy document to the Director General of the Department of Planning for formal endorsement by that Department.**
- 3. Publish the amended Walgett Shire Council Growth Management Study and Strategy document on Walgett Shire Council's internet web site.**
- 4. Endorse the submission of a preliminary draft Walgett Local Environmental Plan and maps to the Dubbo regional office of the Department on 28 March 2008 by the Director Planning and Regulatory Services.**
- 5. Authorise the General Manager to continue with the preparation of the draft Walgett Local Environmental Plan in consultation with the Administrator, and in accordance with:**
 - (a) The Standard Instrument (Local Environmental Plans) Order 2006; and**
 - (b) The recommendations contained in the Walgett Shire Growth Management Study and Strategy document.**
- 6. Authorise the General Manager to seek a certificate from the Department of Planning under Section 65 of the Environmental Planning and Assessment Act 1979 to permit the public exhibition of the draft Walgett Local Environmental Plan.**

Attachments

Comments on Walgett Growth Management Study dated Feb 08

The following comments relate to the Walgett GMS dated Feb 08 and a meeting between Matthew Goodwin, Ian Sinclair, Tim Deverell & Wayne Garnsey held in Dubbo on Wednesday 20 February 2008.

- Council has endorsed GMS at Feb 08 meeting

Comments on GMS

- Section 2.2.7 page 21– Flooding – this issue is to be clarified. Sec 117 Dir 4.3 applies and how it relates to Walgett SC. It is to be documented what of flooding information is available, what flood height is the Walgett Levee constructed to?, what is the PMF? Map 2.7 page 22 – Indicative flood map only, what level of development does Council wish to capture on flood liable land?, Link also with 2nd paragraph on page 134. DoP are also investigating this issue and will provide further guidance as the dLEP progresses.
- Table 2.1 page 26 – needs to be checked in relation with work undertaken in Chapter 4, Table 8.2 page 134 and Table 8.6 page 161.
- Section 2.2.12 page 28 – Domestic waste disposal – what is the lifespan of the existing land fills, will new ones be required and where is the best location for them – this should be identified in the GMS?. Definitions for waste disposal, management, resource management and transfer station to be permissible use in the particular zones.
- Section 2.2.14 page 34 – holding size map required
- Section 2.3.1 page 42 – demographics – population projections and occupancy rates required (TPDC & ABS comparison required and explained) Population projections to cover life of strategy is required and explained as necessary. Address any local population characteristics and link to supply and demand.
- Section 3.2.1 page 59 & 60 – SEPP – new SEPP's are now in place and others repealed –see link :-
<http://www.planning.nsw.gov.au/planningsystem/sepp.asp>
- Section 3.2.3 page 61 – there are new s117 Directions that took effect on 19 July 2007 –see link:-
<http://www.planning.nsw.gov.au/planningsystem/local.asp>
- Section 3.5 page 69 Acts of Parliament – other policies – Managing Land Contamination – Planning Guidelines (page 116) and Farm Dams (page 109) have been referenced. Other relevant policies need to be identified.
- Section 7.2.9 page 115 – how does this relate to Walgett LGA – are there any registered sites that require identification & protection.
- Section 7.3.7 page 123 & section 8.2 page 129 – crossreference or include
- Section 7.3.9 page 124 – minimum lot size for domestic effluent disposal needs to be addressed for unsewered land – particularly relating to villages and settlements.
- Section 7.3.10 page 124 – heritage? Heritage study – detail & status
- Section 8.3 – Settlement expansion – needs to be justified in terms of supply and demand, population projections, occupancy rates, people moving from

- camps to town and any other local characteristic - requires justification for proposed new residential areas particularly in Lightning Ridge and Walgett.
- Justify minimum lots size for unsewered lands, onsite effluent disposal and geo tech reports
- Map 8.8 page 146 – what does yellow on the map indicate?
- Map 8.10 page 151 – show airport location for both Walgett & Lightning Ridge
- Map 8.10 page 151 & Map 8.13 page 152– would improve justification if air photos were provided under the maps.
- Section 8.3.2 page 152 – GMS states LES required for new residential release areas in Lightning Ridge yet part of area shown as being residential on dLEP maps – the new area needs to be thoroughly justified as being the only location suitable for residential expansion unless a LES may be required. Also have regard to relevant Section 117 Directions.
- Future commercial, industrial, recreation, public lands need to be addressed, infill development, conversion of existing residences, encourage 10 years supply to be provided.
- Sections 8.4.3, 4 & 5 pages 164 - 168 & page 186 – need to continue to work with DoP relating to the Preserved Opal fields area and to translate controls into dLEP – Council needs to clearly outline what development & subdivision it wants in this area eg Low key opal mining, low key & other open cut mines, permissible uses, local provisions, dwellings and subdivision or no further subdivision, mullock heaps, puddling sites.
- The Mineral Districts need to be identified, maps provided and explained and who has jurisdiction and consent roles – Minerals or Council?
- Section 8.6 page 174 , re definitions – need to check recent changes to Standard Instrument – see at link:-
http://www.planning.nsw.gov.au/planningsystem/pdf/ps07_020_lep_standardinstrument_am_att.pdf
- Section 8.6.2 page 178 – type and scale of tourist uses need to be identified and translated to the dLEP.
- Section 8.7.2 page 183 – 2nd last para - native veg not known due to ????
- Page 184, para 7 – *The subdivision minima for a dwelling would be 2000ha* No MLS for no dwelling
- Pages 187 -8 – large lot residential – appropriate minimum lots size for unsewered lands
- Page 188 – General Industry - justify why no heavy industrial identified and if there is future potential where will it go?- proposed industrial land in Walgett and Lightning Ridge – justify area and capacity – need to be careful with zone tables, permissible uses, land use groups and individual zone terms in dLEP.
- Sections 9.5 & 9.6 – correct as required

General

- Ensure Table of Contents is correct
- Ensure references to maps and figures are correct
- Council to prepare summary of preferred priorities for mining controls – DoP will investigate. Agreed position to be reflected in GMS.

dLEP matters

- Mapping needs to comply with guidelines
- Permission to vary map scales was granted – Council to trial
- Section 62 – Council to initiate ASAP
- Care required with all definitions – group terms vs individual terms
- Council to prepare land use matrix to assist clarity of uses for each zones
- Section 64 Prelodgement meeting to be arranged by DoP
- DoP to clarify the following preliminary issues
 - “not adopted” provisions – strike through, delete - to be clarified
 - Clarify use of undefined uses and zone tables structure.
 - Proposed SP1 zone – can labels be used?, what is best zone for aboriginal & religious settlements, use for low impact opal mining, how to state no new dwellings and no further subdivision- local provisions?
 - Low impact opal mining and criteria for low impact open cut mining - how to do?, local provisions?
 - Public vs private open space? Criteria – ownership vs use of land
 - Lightning Ridge Bowling Club – private recreation or business zone
 - State Conservation area – is it E1 or some other zone?
 - Clarify W1 (natural waterways) – does it apply to WSC?
 - Exempt and complying development model clauses – does it apply to local heritage items, bushfire and flooding?

Actions

- Council to amend GMS, submit to DoP for comments, undertake s62 consultations, Council to arrange revised Council adoption of GMS and send to DoP for endorsement
- DoP to attempt to arrange mandatory s64 prelodgement meeting for 8th, 9th or 11th April 08
- Council to continue with preparation of dLEP
- DoP to provide advice re mechanics of and issues with dLEP
- DoP to check designated development implications for low impact mining

16. APPLICATION TO PURCHASE CROWN LAND

REPORTING SECTION: Planning and Regulatory Services
AUTHOR: Matthew Goodwin, Director Planning & Regulatory Services
FILE NUMBER: Development Application 2006037

Summary:

The Department of Lands has written to Council seeking its comments on an application to purchase Crown Land by private treaty. It is recommended that Council respond by noting that it supports the proposed sale.

Discussion (including issues and background):

On 15 January 2007 Walgett Shire Council issued development consent 2006037 to the Lightning Ridge District Bowling Club for proposed renovations. Assessment of the Development Application revealed the following issues which needed to be addressed:

- A public lane runs from the main entrance of the club building past the bottle shop entrance.
- The lane has been used as part of the club's car park for about ten years.
- Part of the club building (main entrance) is located within the lane.
- A Council effluent main is located in the lane and adjoining land owned by the club. The main is not protected by an appropriate easement within the land owned by the club.
- The lane no longer serves any purpose related to public access.
- Questions about maintenance of the public lane and public liability.
- Previous development consents have allowed the club building to be developed across several lots without requiring their consolidation.

In the above context a number of development consent conditions were imposed to resolve the relevant issues, as reproduced below:

LOT CONSOLIDATION AND EASEMENTS

Sub 006

The developer is to arrange to close the public road corridor between the bottle shop entry and the main entry to the Bowling Club and convert to the Lightning Ridge Bowling Club's ownership within one year from the date of development consent

Reason: To ensure that the development occurs on a single lot as appropriate to the nature of the development.

Sub 007.

The land on which the main Lightning Ridge Bowling Club building is located is to be consolidated into a single lot within one year from the date of this development consent. This includes parts of the following land:

- Lots 1 and 3 Section 10 in DP 758612
- Lot 14 in DP 39979
- The public road corridor between the bottle shop entry and the main entrance to the Bowling Club

Reason: The lands described all have part of the main Lightning Ridge Bowling Club building located on them. Buildings should be located on a single lot and not infringe upon public road corridors.

Sub 008.

The existing sewer easement in favour of Council is to be modified to reflect the actual position of the sewer line and is to include the section of public road that will be acquired in association with this development. The requirements of the easement are as follows:

- The easement width shall be a minimum of 3.0m.
- The easement shall be registered on the title of the relevant lot and lodged with the Land Titles Office.
- The easement plan is to be approved by Council prior to lodgement at the Land Titles Office.

REASON: So that Council's sewer main is protected from inappropriate development by the easement.

Sub 020.

A surveyor's plan must be submitted to Walgett Shire Council prior to the expiry date of this development consent so that the subdivision certificate on the plan can be signed by an authorised officer.

Reason: The subdivision cannot be registered with the Land Titles Office, and be finalised, until the subdivision certificate on the surveyors plan is signed by an authorised officer of Walgett Shire Council.

Sub 060.

The subdivision certificate will not be released until development consent conditions under this section (titled "Lot consolidation and easements") have been complied with.

REASON: To ensure compliance with the terms of the development consent.

Subsequently the lane has been closed and it is now identified as lot 1, DP 1121552. In a letter dated 19/3/08 the Department of Lands (DOL) sought Council's comments on an application by the Lightning Ridge District Bowling Club to purchase that lot. A copy of the letter is attached.

Relevant Reference Documents:

File for Development Application 2006037.

Stakeholders:

Walgett Shire Council, Department of Lands, Lightning Ridge Bowling Club.

Financial Implications:

Nil.

Recommendations:

Walgett Shire Council resolve to write to the Department of Lands and state that it:

- 1. Supports the application by the Lightning Ridge Bowling Club to purchase Lot 1 DP 1121552 at Lightning Ridge.**
- 2. Notes the purchase will allow the club to formalise its occupation of the land and resolve a number of outstanding matters associated with development consent 2006037 issued by Walgett Shire Council on 15 January 2007, including:**
 - (a) Consolidation of the land on which the Bowling Club building is located into a single lot.**
 - (b) Establishment of an easement over Council's effluent main which passes through the land occupied by the Bowling Club.**

Attachment

Department of Lands

*Land Administration & Management
Property & Spatial Information*



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

45 Wingewarra Street, Dubbo NSW 2830
PO Box 1840, Dubbo NSW 2830
Phone (02) 6883 3000
Fax (02) 6883 3099
www.lands.nsw.gov.au

Our Ref: WL07H34

Dear Sir

RE: APPLICATION TO PURCHASE LOT 1 DP 1121552 AT LIGHTNING RIDGE

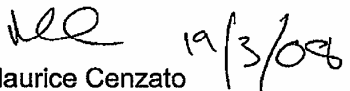
Consideration is being given to an application lodged by the Lightning Ridge District Bowling Club to purchase the subject Crown land by way of Private Treaty.

The land is shown by red edge on diagram herewith and is required for the purpose of car park and access.

Please advise of any matters you wish to have considered in connection with this application. If a reply is not received within two (2) month of the date of this letter, your concurrence in the proposal will be assumed.

Should you require any further information, please do not hesitate to contact me on (02) 6883 3005.

Yours faithfully


Maurice Cenzato
Senior Land Administration Officer
Sales and Leases
for Regional Manager/Western Lands Commissioner
Western Region, Crown Lands Division

**Walgett Shire
Council
REC'D**

25 MAR 2008

FILE: DA 2006/0037

LETTER No: 1846

REFER: MPG

COPY: JRB



17. BARWON INN REST AREA

REPORTING SECTION: Infrastructure & Engineering Services
AUTHOR: Ian Taylor - Director Infrastructure & Engineering Services
FILE NUMBER: 021/01/01/00

Summary:

This report advises Council of the assignment of a geographical name of 'Barwon Inn Rest Area' for the rest area on the banks of the Barwon River near the Dangar Bridge west of Walgett.

Discussion (including issues and background):

Council resolved on 18 September 2007: "That Council submits the name "Barwon Inn Rest Area" to the Geographical Names Board of New South Wales, for consideration as the name for the rest area on the banks of the Barwon River near the Dangar Bridge west of Walgett".

The name 'Barwon Inn Rest Area' was assigned as a geographical name for a reserve on 7 March 2008 under the provisions of the Geographical Names Act 1966.

Relevant Reference Documents:

CM 18/9/07 - 296/07

Stakeholders:

Walgett Shire Council

Financial Implications:

Not applicable.

Recommendations:

That Council notes the assignment of 'Barwon Inn Rest Area' as a geographical name for a reserve on 7 March 2008 under the provisions of the Geographical Names Act 1966.

Attachment

Your Ref:
Our Ref: GNB 5206
Contact: Jill Williams
Telephone: 02 63328218
Fax: 02 63328217



PO Box 143
Bathurst NSW 2795

Tel (02) 6332 8214
Fax (02) 6332 8217

gnb@lands.nsw.gov.au
<http://www.gnb.nsw.gov.au>

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

ATTENTION: Donna Ruttley

Dear Sir

Re: GNB 5206 – Barwon Inn Rest Area

I am pleased to advise that Barwon Inn Rest Area was assigned as a geographical name for a reserve on 7 March 2008 under the provisions of the Geographical Names Act, 1966.

I enclose a copy of the NSW Government Gazette notification as confirmation that this naming proposal has now been finalised.

Yours sincerely

Jill Williams
For Secretary
Geographical Names Board

17 March 2008

**Walgett Shire
Council
REC'D**

25 MAR 2008

FILE: 315/01/06/00.

LETTER No: 1844

REFER: IGT

COPY: DFR.
RKK via JMG

18. SES DEPOT CARINDA

REPORTING SECTION: Infrastructure & Engineering Services
AUTHOR: Ian Taylor - Director Infrastructure & Engineering Services
FILE NUMBER: 021/01/01/00

Summary:

This report recommends that Council proceed to classify the recently acquired Part Lot 1 Section 3 DP 758227 as 'operational land'. This land is the site of the State Emergency Service facility in Carinda.

Discussion (including issues and background):

The Local Government Act requires Council to classify all public land either 'community' or 'operational'. Furthermore, the Act requires Council to give public notice, of not less than 28 days, of a proposed resolution to classify or reclassify public land.

The notice of the proposed resolution to classify Part Lot 1 Section 3 DP 758227 as 'operational' land was published twice in both the Walgett Spectator and Ridge News, commencing 27 February 2008. Therefore the requirement to give public notice under Section 34 of the Local Government Act 1993 has been met.

No submissions were received in respect of the notice.

It is recommended that Council proceed in accordance with its previous resolutions to classify the land Part Lot 1 Section 3 DP 758227, upon which the State Emergency Service facility in Carinda is located, as 'operational' land. If Council does not resolve to classify the land, it will be deemed to be classified as 'community land'. A 'community land' classification would place additional restrictions and obligations on how Council uses and manages the land.

Relevant Reference Documents:

Section 31 & 34 Local Government Act 1993
CM 15/12/05 - 360/05
CM 19/02/08 - 38/08

Stakeholders:

Walgett Shire Council
NSW State Emergency Service

Financial Implications:

Not applicable.

Recommendations:

That Council classify the land Part Lot 1 Section 3 DP 758227, upon which the State Emergency Service facility in Carinda is located, as 'operational land' in accordance with Section 31 of the Local Government Act 1993.

19. ACQUISITION OF LANDS - BURREN JUNCTION BORE BATHS

REPORTING SECTION: Infrastructure and Engineering Services

AUTHOR: Melanie O'Sullivan - Project Officer

FILE NUMBER: 145/09/00/00

Summary:

Walgett Shire Council has assumed all responsibilities relating to the operation and maintenance of the facilities at the Burren Junction Hot Water Bore Baths. Council does not own any of the land containing, or adjacent to, the facility. It is desirable for council to acquire all relevant land parcels to facilitate future development and construction on the site.

Discussion (including issues and background):

The area under consideration comprises three parcels of land and a road easement totalling approximately 16.33 hectares including the site of the current bore baths, evaporation pond and surrounds. The land parcels are bounded on the north side by a railway easement, on the eastern side by a Travelling Stock Route, on the southern side by a road easement, and by private property on the western side.

The relevant land parcels are as follows:

Lot 49 DP 40744

Lot 1 of DP 181329 (Western Portion)

Burren No 2 Bore Reserve

The parcel of land designated the Burren Number 2 Bore Site is not otherwise identified on available cadastral data. A search for parcel identification with the Department of Lands, Moree, has been instigated.

Under current arrangements Council assumes all managerial and financial responsibility for management of the land and the facilities without any of the rights of ownership. Permission must be sought from the current landowners (Department of Lands) for all major works to be conducted on the site. At times, the necessity to gain the permission of the landowners can severely disrupt development timelines.

It is desirable for Council to acquire the land to more easily facilitate future management of the site.

Relevant Reference Documents:

Peter J Spackman Valuation No: 080127 dated 5 March 2008.

Deposited Plan Number 40744 registered 18/08/1980

Deposited Plan Number 181329 approved 02/12/1927

Stakeholders:

Walgett Shire Council
Department of Lands
Community of Burren Junction

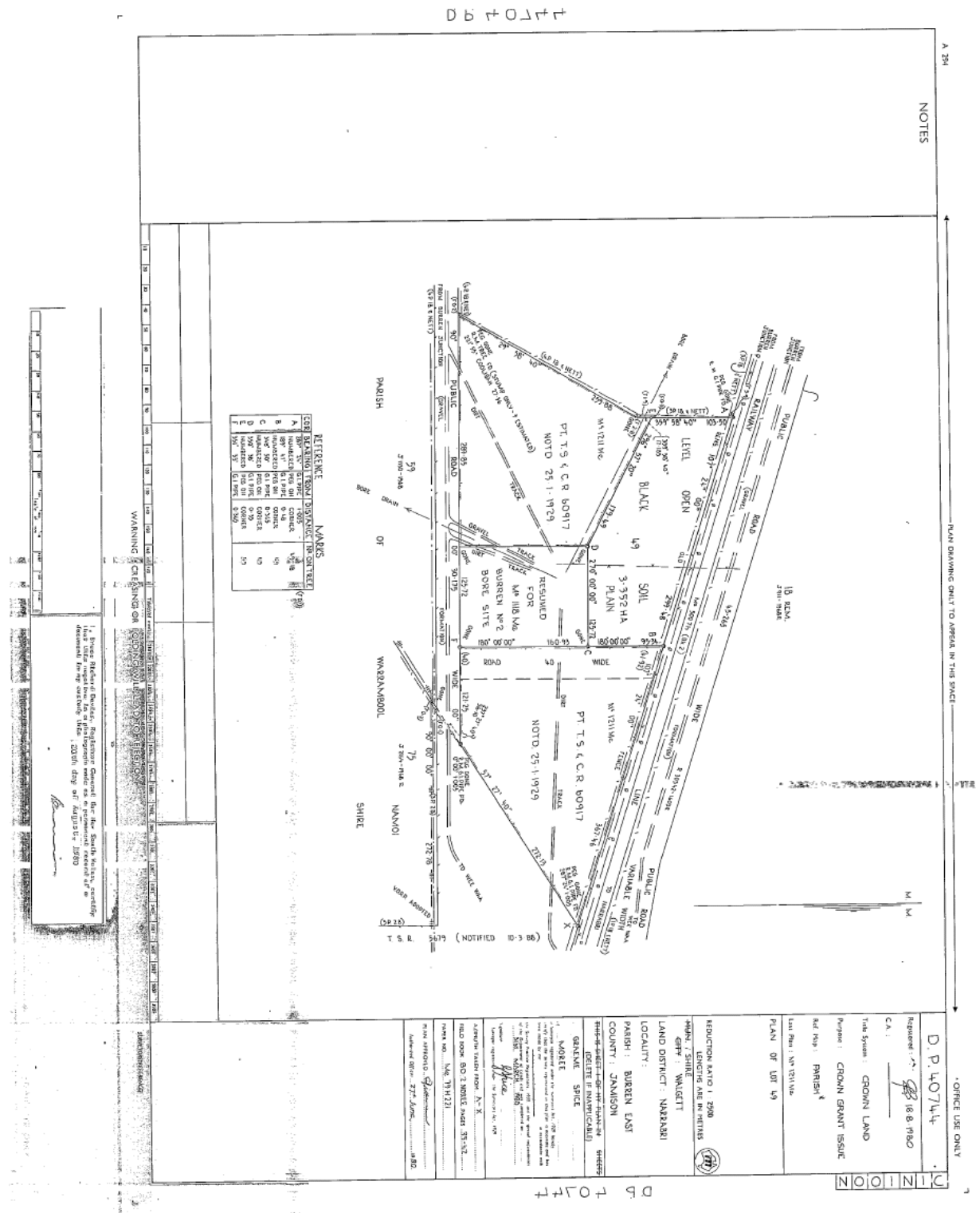
Financial Implications:

The total land area as designated in the valuation report is 16.33ha, valued at \$1200.00 per hectare, totalling \$19,720.00.

Recommendations:

1. That the council proceed to acquire the following land parcels in the Parish of Burren East, County Jamison, by compulsory acquisition under the Land Acquisition (Just Terms Compensation) Act 1991:
 - Lot 49 DP 40744
 - Part of Lot 1 DP 181329 (Western Portion)
 - Burren No 2 Bore Site
2. That authority be granted for an application to be made for the approval of the Minister for Local Government pursuant to the Section 187 (2) of the Local Government Act.
3. That authority be granted for an application to be made for the approval of the Governor to be obtained under Section 19 of the Land Acquisition (Just Terms Compensation) Act 1991 to the gazettal of an acquisition notice.
4. That the land be acquired for Burren Junction Hot Water Bore Bath Recreational purposes.
5. That the Council confirm that all minerals are to be excluded from the compulsory acquisition.
6. That the land when acquired be classified as operational land.
7. That the acquisition of the land be actioned by an approved Council legal representative or solicitor.

Attachments





VALUATION REPORT

Burren Junction Bore Baths Kamilaroi Highway WEE WAA

*Prepared by: Peter J. Spackman A.A.P.I. (Val)
Registered Valuer N.S.W. 1190
Registered Valuer Q.L.D. 1634
(Without Limitations)*

Valuation Ref No: 080127

1. EXECUTIVE SUMMARY

1.1 INSTRUCTIONS

To assess the fair market value of the land and improvements defined herein for evidence of value for land purchase.

1.2 RECEIVED FROM

Walgett Shire Council
PO Box 31
WALGETT NSW 2832

Attention: Melanie O'Sullivan

Project Officer - Engineering

Email: mosullivan@walgett.nsw.gov.au

1.3 PREPARED FOR

Walgett Shire Council
PO Box 31
WALGETT NSW 2832

1.4 PROPERTY ADDRESS

Burren Junction Bore Baths
Kamilaroi Highway
BURREN JUNCTION NSW 2386

1.5 PROPERTY TYPE

Open farmland

1.6 PURPOSE OF VALUATION

Evidence of Value for purchase

1.7 DATE OF VALUATION

5th March 2008

Valuation Ref No: 080127

1.8 VALUATION CERTIFICATE

I assess the fair market value of the land and improvements defined herein as at the 5th March 2008 to be the sum of **\$19,720 (Nineteen Thousand Seven Hundred and Twenty Dollars)**.

This valuation is for the use only to the party to whom it is addressed and for no other purpose. No responsibility is accepted to any third party who may use or rely on the whole or any part of the contents of this valuation.

The Valuer has no present or contemplated interest in the property which is not disclosed in this report.

This valuation is current at the date of valuation only. The value assessed here-in may change significantly and unexpectedly over a relative short period of time (including as a result of general market movements or factors specific to the particular property). We do not accept liability for losses arising from such subsequent changes in value. Without limiting the generality of the above comment we do not assume responsibility or accept any liability where the valuation is relied upon after the expiration of ninety (90) days from the date of valuation or such earlier date if you become aware of any factors that may have any affect on the valuation.

This valuation has been made on a GST Exclusive Basis.

.....
Peter J Spackman A.A.P.I. (Val)
Registered Valuer N.S.W. 1190
Registered Valuer Q.L.D. 1634
(Without Limitations)

Valuation Ref No: 080127

2. PROPERTY DESCRIPTION

2.1 DEFINITION

A parcel of crown land adjacent to the Burren Junction Bore Baths located in the Shire of Walgett, Parish of Burren East. Folio Identifier 49-40744 being Lot 49 in Deposited Plan 40744, the remainder of Lot 1 DP 181329 being (road 40 wide and part TS CR 60917 as shown on DP 40744 and the Burren No 2 Bore Site.

Identification

The property has been positively identified off the aerial photographs and Topographical Maps.

2.2 AREA & TITLE

Abt 16.33 Hectares. (By deduction)

Survey

A survey certificate has not been sighted. Whilst there does not appear to be any significant encroachment we are not qualified to give any warranty in this regard which can only be obtained from a registered surveyor. The valuation has been based on compliance as regards survey.

2.3 ZONING

The land is zoned Non Urban 1(a) Central Division under the terms of the Walgett Shire LEP, 1969. The Walgett Shire is in the process of preparing a Local Environmental Plan, however indications are that there will be no change in usage.

The permitted uses are forestry and agriculture.

2.4 SERVICES

Rural power is available. Access to the property is via approximately road from Burren Junction and Wee Waa.

2.5 LOCATION

The property is located approximately 3 kilometres east of Burren Junction on Kamilaroi Highway

Burren Junction is a small service centre, with a hotel, club, school, shop and a number of small service outlets.

2.6 SITE CONTAMINATION AND ENVIRONMENTAL HAZARDS

There is no obvious contamination, however, it should be noted that we hold no expertise in environmental and contamination matters. Should an environmental audit be carried out and contamination identified this report together with full details of the contamination should be referred to the author for further comment in respect to the effect if any of such contamination upon our assessed value.

Valuation Ref No: 080127

3. PHYSICAL DESCRIPTION

3.1 TOPOGRAPHY

The country is predominantly level to very gently undulating grey and black friable soils. The land is all cleared.

3.4 FENCING

The block is fenced on the southern and western boundaries.

3.5 WATER

The water is provided from the Burren Bore.

3.6 STRUCTURAL IMPROVEMENTS

Nil – (The bore improvements, pool, change rooms and ponds have not been considered in the valuation)



Valuation Ref No: 080127

4. VALUATION RATIONALE

4.1 VALUATION METHOD

The value applied is based on the sales of comparable properties after due consideration has been given to the major aspects which affect the values, such as, quality of improvements, soil types, extent of clearing and location, to mention a few.

4.2 VALUATION BASIS

The valuation of the property is based on fair market value.

a) Definition of Market value

Market value is the estimated amount for which the asset should exchange on the date of valuation between a willing buyer, a willing seller in an arms length transaction after proper marketing wherein the parties each act knowledgeably, creditably and without compulsion.

b) Exclusions

The valuation is made of the land and improvements as defined and described within the report and excludes the value of any plant and equipment not so defined, farm implements, machinery, livestock, growing crops and stored hay or grain.

4.3 MARKET COMMENTARY

The subject block is farmland only, is located across the railway line from the Kamilaroi Highway and is adjacent to the Burren Bore. The most comparable sale is of a 28 hectare parcel which sold on 29th August 2006 for \$30,000 or just over \$1,000/hectare. This site was formerly in a similar ownership to the Junction City Hotel and is located on the eastern side Corunna Street from the hotel. The land is as all cleared. The value level shown from the sale is very similar to the value levels shown by sales of larger rural holdings with little or no premium for the smaller size of the block.

The subject land is very similar although a smaller parcel than the sale shown. The land is agricultural land and does not carry with it any dwelling entitlement nor does it have any special value.

After consideration of the limited evidence available, the land has been valued at \$1,200/hectare which is a slight premium over the value levels shown by the hotel block sale.

5. **VALUATION**

To assess the market value of the land and improvements as defined herein as at the 5th March 2008 to be the sum of **\$19,720**

NINETEEN THOUSAND SEVEN HUNDRED AND TWENTY DOLLARS

.....
Peter J. Spackman A.A.P.I. (VAL)
Registered Valuer N.S.W. 1190
Registered Valuer Q.L.D. 1634
(Without Limitations)

Valuation Ref No: 080127

20. PRECINCT COMMITTEE MINUTES - COLLARENEBRI

REPORTING SECTION:

AUTHOR: Collarenebri Precinct Committee

FILE NUMBER: 004/09/09/92

MINUTES OF THE COLLARENEBRI PRECINCT COMMITTEE

4TH MARCH 2008 AT 7-30pm.

Present: Robert Greenaway
Brian Cable
Shirley McGrath
Richard McGrath
Carol Smith
Christy Thomas
Nigel Thomas

Apologies: Gae Coleman, Dick Hartog, Dot Winters,
Judy Wilson,

Previous minutes: Read and approved ,mvd Brian, sec Laura.

Business arising:
The lane behind the shops on Wilson st. still needs attention.
The footpath in front of Cutlers store on Wilson st. is in a dangerous condition to the public.
Can the dead trees in Herbert st. be replaced with more suitable species?

Correspondence in: None

General Business: The edge of the road in Wilson st. on the land council side opposite Monkton's needs repair.

The cemetery is again in a very disgusting state and needs attending to. The Precinct committee will write to our local member about implementing a work for the dole scheme to have work such as this done around Collarenebri.

The mowing up the lanes and around the town eg, Wilson st. leave a lot to be desired. Private residences need to be asked to clean up

overgrown yards. Could we have a pick up of large items of rubbish at set times throughout the year.

The precinct committee will present to council at the budget meeting a letter regarding the Collarenebri airport. This letter will also be forwarded to council with these minutes.

The meeting date will be changed to the first Wednesday of every second month.

The next meeting will be on Wednesday 7th May at 7pm.
Meeting closed 8-15

RESOLUTION:

That Council note and receive the Collarenebri Precinct Committee meeting minutes held on 4 March 2008.

21. CONSULTATIVE COMMITTEE MINUTES – 5 MARCH 2008

REPORTING SECTION:

AUTHOR: Walgett Shire Council Consultative Committee

FILE NUMBER: 145/04/07/00

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MINUTES OF THE MEETING
WALGETT SHIRE COUNCIL CONSULTATIVE COMMITTEE

FILE: 145/04/07

The following are minutes of the Walgett Shire Council Consultative Committee Meeting held on Wednesday, 5th March 2008 in the Walgett Council Chambers, commencing at 2.03pm.

1. PRESENT

Ian Taylor	Chairperson (LGEA Representative)
Janet Babic	Deputy Chairperson (Management Representative)
Andrew Bostock	Committee Member (United Services Union)
Ray Kent	Management Representative
John Radman	Committee Member

Observers:

Terry Dray	United Services Union
Allan White	Secretary

2. APOLOGIES

Len Smyth	Committee Member (DEPA Representative)
Roy White	Management Representative

3. MINUTES

The Minutes of the Consultative Committee Meeting held on Wednesday, 6th February 2008 were confirmed, with no amendments required.

4. BUSINESS ARISING

Drug and Alcohol Policy.

At the previous meeting Mr Dray had raised issues relative to the scope and introduction of the Policy. He was advised that the tests would be random in application upon the advice of the General Manager.

Flexitime Agreement (Indoor Staff)

Background.

On the meeting of the 6th February Mr Ian Taylor advised that there would be a report to this meeting on the outcome of the 3 month trial period for the Flexitime Agreements

The agreement was reviewed as to its application for all indoor staff and was endorsed in the form as fore detailed.

Indoor Staff Flexitime Agreement

- 1) Flexitime provides the framework for an employee's pattern of attendance at work to be varied according to the needs of the employee and the requirements of the

H:\Human Resources\Consultative Committee\Minutes\2008\Minutes 6th March 2008.doc
work unit. It is not a system that is designed to increase or reduce the total number of hours that must be worked.

2) Definitions:

- a) Supervisor means a person who has direct supervisory responsibility for one or more employees in a work unit or group activity.
- b) Bandwidth means the periods of time within which employees may attend work.
- c) Core Hours means the hours within the bandwidth when employees must attend work unless flex leave has been granted.
- d) Starting and Finishing Times mean the times within which a supervisor may direct an employee to attend without payment of overtime (Ordinary Hours).
- e) Settlement Period means the period in which leave credits or debits may be accrued.

3) For flexitime arrangements to work effectively supervisors and employees have a responsibility to manage hours of work to ensure that individuals are not building up excessive flex credits without:

- a) the opportunity to access paid leave accrued as a result of flex leave; and
- b) being productively employed, i.e. a supervisor may require an employee not to accumulate flex credits where there is insufficient work.

4) Arrangements for flexitime will be in accordance with operational requirements, occupational health and safety principles and the personal needs and responsibilities of the employee.

5) An employee must maintain a time-recording system in the format approved by the Director Corporate & Community Services.

6) An employee must present their time records to their supervisor on a weekly basis for endorsement.

7) Current award conditions for overtime, where an employee is directed to perform work beyond 7 hours and 47 minutes on any day, shall continue.

8) Hours of work for employees with access to Flexitime

- a) The flexitime bandwidth shall be from 6.00am to 6.00pm, Monday to Friday.
- b) Notwithstanding subsection 8)a), flexitime may be worked outside the bandwidth stipulated where an employee and their relevant Director so agree and approval is granted by the General Manager.
- c) Starting and finishing times within the bandwidth are:
 - i) Start – 8:15 am
 - ii) Finish – 5:00 pm.
- d) Core hours within the start and finishing times shall be 9am to 3pm.

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- e) An employee must not work for longer than five hours without a break for a meal of a minimum of thirty minutes.
 - f) The maximum time to be worked in any day is twelve hours (exclusive of unpaid meal breaks).
 - g) Hours of work arrangements shall be in accordance with operational requirements and occupational health and safety principles.
 - h) In determining hours of work, the personal needs and family responsibilities of employees must be given consideration.
- 9) An employee may only accrue up to 35 hours in paid leave (flex leave) as a result of flexitime in any settlement period.
 - 10) The maximum debit that may accrue is 10 hours in any settlement period. Any debit in excess of 10 hours shall be considered absence without leave.
 - 11) A settlement period shall comprise four calendar weeks. This period shall coincide with the pay cycle.
 - 12) Paid leave accrued as a result of flexitime shall be taken at such times and in such a period or periods as are agreed between the employee and their supervisor.
 - 13) All leave, including but not limited to flex leave, approved annual, sick, or carers leave, must be taken into account when calculating flexitime accruals or debits within any settlement period. (Settlement periods include periods of approved annual leave and other holidays, and accrual limits must not be exceeded as a result of taking annual leave.)
 - 14) The employee's supervisor is responsible for reviewing employees' time records and directing employees on the acceptable management of hours of work. Supervisors may withhold endorsement of time records where they do not accurately evidence the agreed working hours.
 - 15) This agreement shall be reviewed after three months and, subject to continuation thereafter, annually at employees' anniversary of employment or annual performance appraisal.

Employee:

Supervisor:

Name:

Name:

Date:

Date:

Director:

Position Description & Competency Criteria Endorsement - - Supervisor Specialist Bitumen Repair

Position Title: Supervisor - Specialist Bitumen Repair

Grade:

Present Incumbent:

Commencement Date:

Location of work Place: Walgett

Staff Directly Controlled: Flocon personnel including contract and day crews

Reports Directly To: Technical Officer (Maintenance)

Responsible to: Engineer Works

Objective: Coordinate and manage bitumen patching crews (Staff & Resources) to achieve section functions

General Accountabilities:

1. Develop and promote a positive image of the Shire, the Council and the community
 2. Minimise Council's exposure to risk ensuring all information and advice provided covers both the needs of the communities and the needs of the Council.
 3. Ensure consistent delivery of the highest level of customer service
 4. Ensure effective communication within the Council and the community
 5. Ensure that community development programs are implemented in accordance with Council's policies procedures and code of conduct.
 6. Development of an environment that values and rewards integrity, trust and innovation
 7. Ensure documented policies, code of practice and processes are in place to provide all services.
 8. Work within budget constraints applicable to the position
 9. Ensure that records are maintained in a timely and accurate manner.
 10. Perform other duties as directed within the skill range of the employee
-

Essential Criteria:

- Minimum of 5 years relevant experience related to road construction and maintenance plus extensive relevant experience in bitumen patching.
- Current Class MR drivers licence

Consultative Committee Minutes

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- Ability to work as part of a team and at supervisory level
- A good understanding of the principles of EEO and its application to work activities
- A good understanding of the principles of risk management and the OH&S Act and their application to the work activities
- Demonstrated ability to organise, direct and supervise Employees and Contractors
- Good communication and public relations skills
- Ability to follow oral and written instructions
- Ability to issue written instructions
- Demonstrate ability in day to day planning for jobs
- Understanding of plant capabilities and plant maintenance
- Demonstrated experience in maintenance of roads, bridges and occasionally works
- Ability to gain accreditation in enacting and maintaining Traffic Control plans
- Demonstrate understanding of contract administration and supervision requirements
- Demonstrate competent literacy skills including basic report writing
- Demonstrate understanding of job cost control requirements
- Demonstrated ability in accurately estimating job quantities and costs relevant to position
- Demonstrate understanding and competence in road maintenance practices
- Demonstrate understanding of road construction materials
- Demonstrated understanding of road geometry, road safety and works quality testing requirements
- Demonstrated cooperation with responsible officer (s)
- Demonstrate a sound knowledge of Council's Induction Manual *
- Demonstrate a proper use of approved protective equipment and clothing
- Ability to take and interpret levels

Desirable Criteria:

- Demonstrate solid working knowledge of road maintenance practices and materials
- Ability to achieve efficiencies through planning and decision making
- Ability to ensure productivity and quality control throughout section
- Ability to ensure works performed and completed to agreed standards and practices and within adopted timeframes
- Ability to undertake simple road design tasks
- Accreditation to produce traffic control plans
- Demonstrated sound working knowledge of safe work practices
- Well developed supervision skills
- Ability to set out specific construction activities
- Ability to undertake straightforward drainage design and set out
- Current Class HR or HC drivers licence

Responsibilities:

1. Supervise and coordinate the bitumen patching crews on a day to day basis to ensure program deadlines, budget allocations and quality standards are achieved.
2. Provide information to the Technical Officer (Maintenance) and Engineering staff with respect to progress of work and other relevant issues on a daily basis.

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3. The supervision of work activities to ensure compliance with the Occupational Health and Safety Act.
4. All work to be performed and completed to agreed standards and practices
5. Timely submission of reports and paperwork
6. Attitude to other employees and contractors to be cooperative and positive.
7. Cooperation with responsible officer(s)
8. Contact with public and outside organisations to be courteous and helpful
9. Adherence to obligations under relevant Acts and Council's Policies
10. Other duties as directed by the Technical Officer (Maintenance).

Position: Supervisor – Specialist Bitumen Repair Division: Engineering
 Services
 Grade: 9 Section: Maintenance
 Date: 25 February 2008

TECHNICAL COMPETENCY	COMPETENCY CHECKLIST	PROFICIENCY (Full)
ENTRY LEVEL		
Technical	Experience or formal qualifications in relevant field such as Certificate III Civil Works or Road Construction Current Class HR drivers licence Ability to work as part of a team and at supervisory level Understanding of Council's EEO Policy Demonstrated understanding of obligations under the OH&S Act Demonstrated ability to organise, direct and supervise employees Good communication and public relations skills Ability to follow oral and written instructions Demonstrated ability in day to day planning for jobs Understanding of plant capabilities and plant maintenance Ability to plan and schedule work load and direct work accordingly Demonstrated experience in road maintenance Can ensure availability for after-hours requirements and response times whilst on call Ability to gain accreditation in enacting and maintaining Traffic Control plans Demonstrated competent literacy skills including basic report writing Demonstrated understanding and competence in road maintenance practices Demonstrated understanding of road construction materials Demonstrated understanding of road geometry, road safety and works quality testing requirements Demonstrated cooperation with responsible officer (s) Demonstrated a sound knowledge of Council's Induction Manual Demonstrated a proper use of approved protective equipment and clothing Ability to take and interpret levels	

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SKILL STEP ONE	
Technical	<p>Formal qualifications in relevant field such as Certificate III Civil Works or Road Construction commenced.</p> <p>Current Class HC drivers licence</p> <p>Demonstrated understanding of contract administration and supervision requirements</p> <p>Demonstrated solid working knowledge of road maintenance practices and materials</p> <p>Ability to achieve efficiencies through planning and decision making</p> <p>Ability to ensure productivity and quality control throughout section</p> <p>Ability to ensure works performed and completed to agreed standards and practices and within adopted timeframes</p> <p>Accreditation to produce Traffic Control Plans</p> <p>Demonstrated sound working knowledge of safe work practices</p> <p>Demonstrated ability in the supervision of sub-contract and/or minor contract operations</p> <p>Ensure section's contact with public and outside organisations is courteous and helpful</p> <p>Ability to follow Council's procedures for acquisition of external goods and services</p> <p>Well developed supervision skills</p> <p>Ability to issue written instructions</p> <p>Demonstrated understanding of job cost control requirements</p> <p>Demonstrated ability in accurately estimating job quantities and costs relevant to position</p> <p>Current First Aid Certificate</p> <p>Accreditation and competence in traffic control (Yellow Card)</p> <p>Accreditation and demonstrated competence in operation (and maintenance) of at least two relevant plant (Backhoe Loader, Forklift, Bobcat, Front End Loader)</p>
SKILL STEP TWO	
Technical	<p>Formal qualifications in relevant field such as Certificate III in Civil Works or Road Construction</p> <p>Demonstrated ability in contract administration and supervision</p> <p>Effective administration skills (stores, personnel, reports, records, communication)</p> <p>Demonstrated ability to orally communicate correct advice and information to public, external bodies and other internal section/department effectively</p> <p>Develops and implements weekly job and resource program</p> <p>Demonstrated understanding of drainage design and construction</p> <p>Computer literacy and Demonstrated effectiveness in relevant programs</p> <p>Ability to undertake simple road design tasks</p> <p>Accreditation and competence in traffic control (Red Card)</p> <p>Accreditation and demonstrated competence in operation (and maintenance) of at least three relevant plant (Backhoe Loader, Forklift, Bobcat, Front End Loader)</p>
SKILL STEP THREE	
Technical	<p>Ability to provide sound advice/input to engineers/management on operations, resources, planning etc.</p> <p>Requires no guidance and supervision with the implementation of safe work practices</p> <p>Demonstrated ability in coaching and training of employees, either on a one to one basis or in groups on the job</p> <p>Develops and implements monthly job programs in accordance with work priority</p> <p>Develops and implements quality control procedures</p> <p>Demonstrated solid working ability in the use of a PC and applicable software</p> <p>Ability to coordinate critical tasks to meet deadlines/budget</p> <p>Ability to undertake drainage design and set out</p> <p>Ability to set out specific construction activities</p> <p>Accreditation and demonstrated competence in operation (and maintenance) of relevant Plant (Backhoe Loader, Forklift, Bobcat, Front End Loader)</p>
RECOMMENDATION:	
That the revised position description & competency criteria be endorsed.	

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4. GENERAL BUSINESS

General Workplace Assessment System.

The Committee discussed the coming need for a general assessment of positions using the OSF application, (questionnaire and analysis) system to assist Council in this endeavour. The meeting was advised that Gilgandra is advanced in this process and the Committee request that contact be made with Gilgandra Shire to advance this process.

There being no further business, the meeting closed at 2.40 PM

Next Meeting of the Consultative committee will be held on 2 April 2008 at 2.00pm at the Council Chambers meeting room.

I advise that in accordance with my delegated authority, the determinations of the Consultative Committee contained in this report are approved.

Signed: _____ Mr Raymond Kent, General Manager

RESOLUTION:

That Council note and receive the Walgett Shire Council Consultative Committee meeting minutes held on 6 March 2008.